



# **SELF STUDY REPORT**

**FOR**

**3<sup>rd</sup> CYCLE OF ACCREDITATION**

**C.S.I., K.N.D., B.M.H.E.C'S C.S.I. COLLEGE OF  
COMMERCE, DHARWAD.**

**C.S.I., K.N.D., B.M.H.E.CS CSI COLLEGE OF COMMERCE NEAR JUBILEE  
CIRCLE, KITTEL COLLEGE CAMPUS, DHARWAD.**

**580001**

**[www.csicc.in](http://www.csicc.in)**

**SSR SUBMITTED DATE: 15-08-2022**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**August 2022**

## **1. EXECUTIVE SUMMARY**

---

### **1.1 INTRODUCTION**

The institution enjoys a place of pride in Dharwad and its catchment as commerce education centre of excellence and is managed by Basel Mission Higher Education Centre, Church of South of India, Karnataka Northern Diocese, Dharwad. The B.M.H.E. Centre is one of the pioneering trusts, which has been quenching the thirst of knowledge since 1840s. Under our esteemed Management, runs 04 independent degree college, 04 PUC, 15 Primary and Secondary Schools, 01 ITI. The renowned lexicographer Rev. F. Kittel, Rev. Mougling and a host of German Missionaries laid the foundation to the edifice of education in the northern part of Karnataka.

Our's is a premier high profile Institution of 49 years of top quality education serving to the students of our place which is considered to be Vidya Kashi of North Karnataka. Our college came into existence on 11th August, 1973, officially inaugurated by Dr. A.S. Adke, the then Hon'ble Vice Chancellor, Karnatak University, Dharwad on 12th September, 1973. The Institution has been the brainchild of late R.S. Bangera, Chairman, B.M.H.E.C and an awardee of "Best Teacher" by the President of India, along with a host of dedicated people. College fits under 2(f) & 12(B) of UGC Act, 1956 and grant-in-aid code. Bachelor of Computer Applications (B.C.A.) was started in the year 2001. M.Com, Masters of Commerce followed in the year 2016.

College has received financial assistance upto XII plan from UGC and got the utilization certificate from the competent agency. The college has produced good number of students with highest pass percentage and become a renowned and reputed Institution under the jurisdiction of Karnatak University and across the Karnataka State. College has accredited with B++ in first cycle in the year 2006 and second cycle with B grade with 2.87 CGPA in 2016.

With Faith, Service and Growth being the motto of the College, its main objective is to provide employment-oriented education of excellent quality and to prepare the youngsters to embark into the world of trade, commerce and IT. The strength of the institution is its ability to help students develop a wholesome personality.

**During the assessment period, college has invited senior professors from Karnatak University, Karnataka State Law University, Centre for Multi Disciplinary Research, professionals, entrepreneurs to deliver special lectures based on course curriculum and current trends. Our Principal nominated as member of Syndicate and Academic Council, Karnatak University in the year 2021-22.**

#### **Vision**

**The greater strength of the College is its ability to help students to develop a wholesome personality. The essence of the college is the sense of belongingness among the faculty, staff and students. The college has always encouraged students to excel in curricular, co-curricular and extra curricular activities with its Institution Vision –**

**To achieve the vision through an orchestrated, institutionalized and synergied institutional process, pooling the resources human and otherwise-of all the stake holders concerned.**

#### **Mission**

**Inspired by the love and teachings of Jesus Christ, our temple of learning aims at producing intellectually well-trained, morally upright, socially committed, spiritually inspired men and women for the nation in the contemporary scenario.**

#### **Motto**

**The College believes in God Almighty, the source of all knowledge and wisdom. The institution intends to foster physical, emotional, intellectual and spiritual growth. The ultimate end reflected in the motto is Faith in God and oneself, Growth in all its aspects and Service to the students and community at large.**

#### **Goals and Objectives**

- To motivate students through exposures and experiences to achieve their goals with maximum competency and excellence in all their endeavors with**

**global standards. To provide apt opportunities to assimilate the knowledge and to interpret it critically and creatively to become beacons for the society around them.**

- To serve as forum for young people to develop their potentialities in both curricular and extra-curricular aspects.**
- To develop qualities of ideal citizenship with awareness of civic responsibilities and to provide experiences to inculcate moral and spiritual value.**
- To facilitate guidance and counselling in matters relating to personal life, career and social living.**

### **College Ethos**

**The college ethos is a fine blend of cultures, attitudes, creativity and camaraderie. While much emphasis is laid on academic excellence, there is plenty of scope and opportunity for extracurricular and co curricular activities. Ours is a co-education college. The aim is to treat both young men and women as equals and provide them with equal opportunities for development. Much scope and attention is given to the girls, who constitute more than 50% of the college strength. Measures are taken to make them confident and self reliant.**

**The faculty of the college is excellent not only for its academic achievements and teaching skills, but for the concern each has towards the students. Teachers mentor the students not only regarding their studies but also when students approach them with problems- social, personal or even financial. Healthy and friendly environment, conducive to the building of bonds among the students, the teachers and the principal is prevalent in the College.**

**Effort is made to make each student feel special and that we care.**

**When the students steps out into the world he/she is equipped with values, ethics and belief in one self and abilities.**

### **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

- **Within the limited scope, college has sufficient infrastructural facilities for all 03 programmes.**
- **College has cooperative Management for the professional developmental activities.**
- **Has qualified, competent and experienced faculty members.**
- **Demand ratio for B.Com. is 1:5**
- **Institutional pass percentage is more than 98%.**
- **Support service unit i.e., NSS, YRC, RRC.**
- **Mounted sufficient surveillance camera with high density for security and safety.**
- **College has Solar panel, generator with the capacity of 63 KV.**
- **Attracts corporate, professionals, experts, entrepreneurs to interact with students.**
- **Has active and registered alumni association.**
- **College has a qualified and competent librarian.**
- **Library has encyclopedia, periodicals, academic journals and facilitated with digital web library for remote access.**
- **Provided OPAC provision at the Central Library.**
- **Has reprography facility at Central Library with concessional rate to students and staff.**
- **College has provided additional facilities i.e., Health Centre, Career Guidance and Counselling Cell, Ladies Association, Information Science Forum, browsing centre, recording room.**
- **Most of the class rooms are upgraded with ICT enabled and has 01 moveable interactive board.**

- **College has a qualified and competent Physical Education Director and augmented necessary sport equipment.**
- **Has a 08 station multi gymnasium along with other equipments.**
- **Provided purified drinking water plant.**
- **Facilitated a separate room with necessary facilities for girl students.**
- **Parental care to students with mentoring mechanism.**
- **Has a separate class rooms for BCA and M.Com.**
- **College has ICT enabled Auditorium and mini auditorium.**
- **College has Language and Commerce Laboratory.**
- **College has well established 02 computer laboratories.**
- **Remarkable achievements in Sports and Cultural events.**
- **Provided academic ambiance, green atmosphere in the campus.**
- **College has a spacious staff room along with separate compartment.**
- **College is facilitated with wi fi provision.**

#### **Institutional Weakness**

- **Majority of the students influenced with regional language.**
- **Delay in getting government permission to recruit vacant teaching posts.**
- **As and when non teaching staff retires it converts into unaided by the Department of Collegiate Education.**
- **No scope to establish research centre by Karnatak University.**
- **Least interest of Industry – Institution collaboration.**

#### **Institutional Opportunity**

- **To introduce job oriented certificate / diploma courses.**
- **To introduce certificate / diploma course in foreign language.**
- **To conduct special training on SWAYAM, MOOC AND MOODLE.**
- **To undertake Minor research.**
- **To seek government permission to recruit vacant teaching posts.**
- **To establish research centre as and when university comes with this provision.**
- **To upgrade the library with fully automated.**
- **To enhance the e-governance at office administration.**
- **To conduct national and international level seminars and workshops.**
- **To strengthen the Research Committee by establishing Publication wing.**
- **To adopt a primary school at nearby village.**
- **To establish training centre for professional courses.**

#### **Institutional Challenge**

- **Financial burden to pay the salary to temporary staff.**
- **Lack of placement at corporate sectors.**
- **Expected the course curriculum suiting to job market and skill oriented syllabi.**
- **Time constraint for cucurricular and extra curricular activities under semester system.**

### **1.3 CRITERIA WISE SUMMARY**

#### **Curricular Aspects**

The college is affiliated to Karnatak University, Dharwad and runs 02 UG (B.Com. and BCA) and 01 PG (M.Com.) programmes. Every faculty member has to submit the conspectus which highlights the month wise distribution and completion of course curriculum at the beginning of each semester along with Individual Time Table. They are also required to submit Daily Diary, students' attendance register to the Principal within 5th of every subsequent month of the semester. During the assessment period, college has subscribed 12 academic Journals of national and international repute i.e., University News, Economic & Political Weekly, Journal of Commerce, Yojana, Indian Journal of Marketing, Indian Journal of Finance, Entrepreneurship Development. Faculty members are encouraged to conduct co curricular activities viz; conduct of special lectures, assignment, bridge course, visit to Banks, Financial Institutions, Commerce Fest, In-house seminars, Group Discussions, guidance for preparation of Project report for BCA and M.Com. Commerce Laboratory: Based on the course curriculum, college has facilitated commerce students to learn about share market, banking operations.

One of the faculty member is nominated as member of Syndicate, Karnataka State Law University and Principal is nominated as member of Syndicate and Academic Council, Karnatak University in the year 2021-22. Almost all the permanent and full time teachers participated in QP setting and central evaluation of Karnatak University.

Our University has introduced CBCS for UG programmes in 2020-21. College has introduced 05 certificate and 02 value added courses. Students who enrolled for these programmes were benefitted for competitive examinations and higher education. The cross cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum highlighted in some of the course curriculum i.e., Indian Constitution, Environmental Studies and Human Resource Management. College has invited experts, police personnel, lawyers, doctors to deliver special lectures on cross cutting issues.

College has conducted special programme on the preparation of project report for both M.Com. and BCA students. Good number of project report prepared by M.Com. students are on primary data and only few are on secondary data. One of the BCA students has developed android App Z-share, fastest desi file

**sharing app. This is a remarkable achievement and published in most of the leading news papers and telecasted in all the regional TV channel.**

#### **Teaching-learning and Evaluation**

**The demand ratio for B.Com. is recorded with 1:5 and 100% of enrollment take places for B.Com. 98% for BCA and 99% for M.Com. at the entry level. The overall average percentage of enrollment at the entry level is 94%. More than 98% of the students admitted are belonging to reserved category compared to general category. College has a mechanism to identify the learning levels of students. Slow learners are facilitated with remedial classes and provided necessary learning facilities to average and advanced students.**

**College has updated and upgraded computers and installed necessary software based on course curriculum, established language lab, commerce laboratory, added additional computer laboratory for M.Com. students. College has enhanced the internet speed and facilitated wi fi provisions in the campus. College has established Information Science Forum, which has conducted computer skills, soft skills, exhibitions, etc. To help the diversified students, college has implemented mentorship mechanism. This facility has helped majority of the mentee in completion of their graduation successfully. During the last five years, 01 faculty members conferred with Ph.D. and 01 has registered for Ph.D.**

**The college has clearly stated PO, PSO, CO and Learning Outcomes to the stakeholders and the college has elaborated the scope of PO, PSO and CO and the same is published on college website to communicate stakeholders and printed in college prospectus for giving awareness to students. The Induction programme is conducted by the college for the first year students at the commencement of the UG / PG programme which serve as a vehicle to communicate the POs and PSOs to the student community. College regularly invites Chartered Accountants, professionals from ICWA, eminent academicians, CMDR (Centre for Multi Disciplinary Research Centre) to highlight the scope of PO and CO of B.Com. & M.Com.**

**The attainment of PO, PSO and CO is analysed by IQAC to identify the overall efficiency of students in internal tests and semester end result and**

**overall outcome of semester end result is made known to stakeholders and also publish on college website.**

**College has track record of passing percentage of outgoing students with 97% in B.Com., 95% in BCA and 100% in M.Com.**

**College has implemented the SSS suggestions and recommendations on priority basis.**

#### **Research, Innovations and Extension**

**Though the majority of the senior faculty are interested to guide research scholar, our university yet to give scope for introduction of Research Centre at UG level. Most of the class rooms upgraded with ICT enabled, mounted LCD projectors, facilitated computer, internet connectivity.**

**Procured Interactive board during the year 2020-21.**

**Upgraded computer laboratory with necessary software based on course curriculum and also enhanced 20 more computers during the assessment period.**

**Upgraded 15 computers at Network Resource Centre for accessing e-learning resources.**

**To enrich the course curriculum, the Department of Commerce has established Commerce Lab, wherein concerned faculty guide students on commerce related practical oriented topics i.e., share market, banking operations, etc.**

**College has subscribed for INFLIBNET N-LIST, 12 academic journals i.e., International Journal of Financial Marketing, International Journal of Marketing and Business Communication, Journal of Strategic and Human Resource Management, Journal of Entrepreneurship and Management, Journal of Rural and Industrial Development, Economic and Political Weekly, University News, Kurukshetra, Yojana, Indian Financial Management, Marketing.**

**Library is also enriched with encyclopedia, dictionaries, PDCS,**

**autobiographies of greatest personalities, magazines and journals relating to competitive examinations.**

**College has established MoUs with Institutions i.e., Anjuman Arts, Science & Commerce, Dharwad, Akkihal College, Dharwad and Chetana Business School, Hubballi for Faculty Exchange programmes.**

**College also established MoUs with Shakti Investments, Dharwad, CAVE – Coaching Centre for Competitive Examinations.**

**During the assessment period, college has conducted 10 special lectures on IPR, Research Methodology, etc.**

**Our faculty members have published books, chapters edited and research articles in conference proceedings. Altogether 45 publications carried out by our faculty.**

**College has NSS, YRC, Red Ribbon Club, Ladies' Association (Women Empowerment), SVEEP. To imbibe the social responsibilities among students, the college organizes different extension activities and provides them the opportunity to participate and render selfless service to the society that bring in them a feeling of belongingness to the humanity as a whole.**

**The holistic efforts of NSS programme officer is identified by the NSS Cell, Karnatak University and is a recipient of Dr. D.C. Pavate as a BEST NSS Programme Officer and also received credentials from District Administration, Zilla Panchayat, District Health Office, Govt. of Karnataka and Institution has got appreciation for extension activities from Karnataka Institute of Medical Sciences - An autonomous, Govt. of Karnataka, Deputy Commissioner and Chairman, District Disaster Management Authority, Dharwad District, Dharwad, Karnataka Institute of Medical Sciences - An autonomous, Govt. of Karnataka, etc.**

**College has collaborative activities under Faculty Exchange Programme with Chetana Business School, Akkihal College and Anjuman Arts, Science & Commerce and PG Centre, Dharwad and during the assessment period, in addition to the existing MoU, established 03 MoUs with leading and recognized organizations.**

## **Infrastructure and Learning Resources**

**College has constructed additional 03 class rooms and 01 conference hall (overall additional built-up area 196.64 Sq.Mtrs.).**

**College has altogether 12 class rooms. During the assessment period, 10 class rooms are upgraded with ICT enabled including 09 class rooms with electronic lectern and also procured moveable interactive board. Every class room is well ventilated, spacious, mounted with fans, LED bulbs, LCD projector, wi fi provision, CCTV surveillance camera in every class room.**

**College has facilitated a separate room inside the computer laboratory and placed well configured computer inbuilt with camera, earphone and required software for delivering virtual classes and also recording the lectures. Most of the teachers utilized this provision and uploaded recorded lectures on college website.**

**College has policy to give 2% of weightage under Sports Quota who has highest achievements in Sports at the entry level of admission. The college has an experienced, qualified full time Physical Education Director who regularly motivates students to involve in any one of the sports activities i.e., Indoor or Outdoor games.**

**College has altogether 13 class rooms. All the class rooms are upgraded with ICT enabled. During the assessment period, college has procured moveable interactive board. The Central library has sufficient learning resources which include 26447. The college has spacious room with 100 seating capacity for reading purpose. Library is partially automated with all its subsystems like LAN connectivity and Wi-Fi.**

**The learning resources are augmented based on the suggestions of Library Committee. This has resulted in enhancing 2418 books. Subscribed 12 academic journals which are greatly helpful the advanced students and staff. Library is also enriched the competitive examinations related learning resources.**

**Library Management Software system is incorporated with latest technologies that enables Library to serve its users more efficiently by Library software e-Lib with the version 16.2. The digitalization of the Library through e-Lib has**

resulted in the easy access of information and subscribed for INFLIBNET N-list and facilitated with digital web library for remote access.

Enhanced good number of CCTV surveillance cameras class rooms, laboratory, library, corridor, etc., for safety and security purposes. Principal monitors the overall activities through GPRS.

College has standard policy for the maintenance of infrastructural facilities.

#### Student Support and Progression

61% of the students are the beneficiaries of different government scholarships. College has introduced Student Aid Fund to facilitate Institutional scholarship to economically weaker students.

College has conducted special programmes on capacity building and skill enhancement programmes. To cite some of the examples, college has conducted Elevate Skill Within Your Reach, Corporate Skills under Soft Skill Training, Business Communication Skills under Language and Communication Skills and with the help of Physical Education Director, college has conducted virtual mode of Yoga training during pandemic.

College has given sufficient scope to Career Guidance and Counselling Cell. During the last five years, invited professionals, experts, academicians to conduct awareness programme on career guidance and competitive examinations. Good number of students were benefitted and more than 80% of the outgoing students continued for higher education after their graduation. More than 200 students got placed at different sectors.

College regularly conducts coaching classes for competitive examinations on KSET/ NET, PGET and banking examinations. This has impacted in recording 12 outgoing students qualified in NET/KSET and more than 90% of the B.Com students cleared PGET and enrolled for M.Com. at University and different colleges.

College has provided essential facilities for both indoor and outdoor games. Provided necessary coaching on different games and promoted every sports students to compete at different levels. With the active participation of

**Physical Education Director, college 65 sports laurels won in University, State, national and international level in different sports competitions.**

**College has a registered Alumni Association with its registration No.DRZ/Regd./235. College has given ample scope to Alumni Association and seeks their guidance and suggestions for the overall improvisation of quality consciousness. The Alumni has sponsored a few awards for excellent performance in academics and sports. Some of the awards are as follows:**

**Association Award for highest scorer in B. Com I including languages and top scorer in B. Com III cash prize of Rs. 500/- each instituted in 2010-11.**

**Shri. Basvaraj Bikkannavar, President of Alumni Association cash prize of Rs. 500/- each to boy and girl sports champion.**

**Late. R. S. Bangera Memorial Cash prize of Rs. 5,000/- for the highest scorer in B. Com Final year for perusing Higher Education instituted by the 1977-78.**

**Late. R. S. Bangera Memorial Cash prize of Rs. 5,000/- for the highest scorer in B. Com Final year for perusing Higher Education instituted by the 1977-78 was enhanced to 10,000/-**

**Batch of 1978 instituted a new cash prize - Late. R.S. Bangera Memorial Cash Prize of Rs. 5,000/- to encourage top performer in the sports activities.**

**Cash prize of Rs. 5,000/- for the highest scorer in Economics in B. Com Final Year (B. Com V and VI semester) instituted by Mr. Narasimha Joshi of 1991-92 batch.**

**Governance, Leadership and Management**

**College is safeguarded with active guidance of our esteemed Management and given utmost scope for professional development and given their resolution for augmentation of infrastructural facilities and learning resources from time to time. College has a short term and long term plan. Following are some of the implementation of the plans during the last five years.**

**Introduced M.Com. in 2016-17.**

**Steel fencing on first floor for security and safety.**

**Constructed 02 additional class rooms, renovated old class room and 01 conference hall.**

**Water proofing for the maintenance of building.**

**Installed 3000 litre capacity purified drinking water plant.**

**Enhanced 17 additional HD CCTV surveillance cameras.**

**Mounted remaining 06 class rooms with LCD projector and internet connectivity.**

**Replaced black board with green board at 06 class rooms and 02 white boards.**

**Added 03 electronic lectrons.**

**College has conducive atmosphere and the welfare for teaching and non teaching staff created the eco system for belongingness of the Institution. To encourage faculty members to actively involve in professionalism, college has a policy to provide financial assistance for attending seminars, conferences, workshops at different levels. During the last five years, college has conducted 02 time professional development programme for both teaching and non teaching staff. The motivation to the faculty members led them to involve academic progression and most of them have attended professional development programmes conducted by competent agencies. With able leadership of Principal, college facilitates the professional growth, curricular development and encourages faculty members to enrich the knowledge, skills and assessment technique by implementing an effective Performance Appraisal System. This system ensure the quality of educational performance and maintained its objective of improving academic, curricular activities and administrative standards. Teacher's Diary given to each faculty at the commencement of every academic year to record their day to day engagements. This procedures enabled the Institution to identify the efficiency and proficiency of staff for the retention of management staff, incremental benefit and promotional benefit to the staff. During the assessment period, 02 faculty members are the beneficiaries in getting promotional benefit from Assistant Professor to Associate Professor.**

**The IQAC is very much functional and ensured in submitting the AQAR periodically within stipulated time frame. To identify the learning levels of the students, IQAC regularly reviews the marks scored in internal tests and semester end result. This process has helped the Institution to conduct remedial classes for slow learners and facilitate necessary learning resources to average and advanced learners.**

#### **Institutional Values and Best Practices**

**The college works towards providing gender equity and sensitization to all its students, faculty and staff irrespective of their gender, caste, creed or language. Equal opportunity is provided to all students to hone their skills and participate in all curricular and co-curricular activities. The Ladies Association of the college conducts various competitions and awareness programs for the girl students. Care is taken to provide a congenial and secure atmosphere for girls to blossom and achieve their potentialities. Safety and security along with the well-being of the students, faculty and staff is the prime concern of the institution.**

**College has solar panel with 3.0 KV capacity. Almost all the class rooms, corridor replaced with LED bulbs.**

**College has a borewell. To recharge, college has established rain water harvesting. The conserved water is optimally utilized for the maintenance of garden, cleanliness of veranda, wash rooms. With the help of Eco Club, students are well informed about the ban on plastic within and outside the campus. Conducted good number of activities on greenery initiatives at neighbouring Institutions, villages and adopted village.**

**College has conducted quality audit from the competent agency. Inclusive environment is envisioned through affirmative policies such as providing preference to minorities, girls and differently abled students during admission process. Students from various places, especially socially and economically disadvantaged and marginalized students are given priority.**

**The code of conduct for student is published on the prominent places of campus, prospectus and students hand book and also during Induction programme they are well informed about the strict adherence of code of**

**conduct. Similarly, the code of conduct for staff is published on college website and also staff are well informed about their responsibilities and instructed to follow the code of conduct framed by the Institution in addition to the guidelines framed under KCSR.**

**College has identified 02 unique activities as its Best Practices i.e., (1) *Aashakiran - A Ray of Hope for mentally challenged children.* and (2) **DONATE BLOOD...SAVE A LIFE!****

NAAC

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	C.S.I., K.N.D., B.M.H.E.C'S C.S.I. COLLEGE OF COMMERCE, DHARWAD.
Address	C.S.I., K.N.D., B.M.H.E.Cs CSI COLLEGE OF COMMERCE NEAR JUBILEE CIRCLE, KITTEL COLLEGE CAMPUS, DHARWAD.
City	DHARWAD
State	Karnataka
Pin	580001
Website	<a href="http://www.csicc.in">www.csicc.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Kamala Dhawale	0836-2747029	9481124077	-	principal@csicc.in
IQAC / CIQA coordinator	G.m. Hugar	-	8494906566	-	dr.gmhugar@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

<b>Recognized Minority institution</b>	
If it is a recognized minority institution	Yes <a href="#">Minority Status Certificate.pdf</a>
If Yes, Specify minority status	
Religious	CHRISTIAN
Linguistic	
Any Other	

<b>Establishment Details</b>				
Date of establishment of the college	11-08-1973			
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>	<b>Document</b>		
Karnataka	Karnataka University	<a href="#">View Document</a>		
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>	<b>View Document</b>		
2f of UGC	03-06-1985	<a href="#">View Document</a>		
12B of UGC	07-01-1993	<a href="#">View Document</a>		
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

<b>Details of autonomy</b>	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes
If yes, has the College applied for availing the autonomous status?	No

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	C.S.I., K.N.D., B.M.H.E.Cs CSI COLLEGE OF COMMERCE NEAR JUBILEE CIRCLE, KITTEL COLLEGE CAMPUS, DHARWAD.	Urban	3.32	12852.82

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BCom, Commerce	36	XII or equivalent	English, Kannada	260	259
UG	BCA, Computer Applications	36	XII or equivalent	English	50	50
PG	MCom, Pg Commerce	24	XII or equivalent	English	60	60

**Position Details of Faculty & Staff in the College**

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				5				4			
Recruited	0	0	0	0	4	1	0	5	1	1	0	2
Yet to Recruit	0				0				2			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				7			
Recruited	0	0	0	0	0	0	0	0	3	4	0	7
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				14
Recruited	1	1	0	2
Yet to Recruit				12
Sanctioned by the Management/Society or Other Authorized Bodies				8
Recruited	3	5	0	8
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	4	1	0	1	0	0	6
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	3	4	0	7
UG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	8		9		17

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	397	0	0	0	397
	Female	514	0	0	0	514
	Others	0	0	0	0	0
PG	Male	14	0	0	0	14
	Female	84	0	0	0	84
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	35	40	53	64
	Female	60	53	47	39
	Others	0	0	0	0
ST	Male	18	16	17	20
	Female	19	15	11	13
	Others	0	0	0	0
OBC	Male	282	258	257	241
	Female	439	419	387	358
	Others	0	0	0	0
General	Male	62	60	56	74
	Female	81	111	118	123
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		996	972	946	932

### **Institutional preparedness for NEP**

1. Multidisciplinary/interdisciplinary:	College runs 02 UG and 01 PG programmes. With the introduction of NEP during the current academic year 2021-22, following are the subjects covered under multidisciplinary and inter disciplinary courses ; Multi Disciplinary: Commerce students all subjects are mandatory. Students are given scope to select multi disciplinary subjects i.e., Computer Applications, Economics, Commerce for BCA students.
2. Academic bank of credits (ABC):	With the new concept of course curriculum under NEP following are the distribution of marks. Of the total paper weightage of 100 marks, 60 is for theory examination and 40 is for internal assessment as per

	our university designed structure. (a) For language subjects with the duration of 3 hours examination it has 03 credit. (b) Physical Education and Yoga with 01 credit.
3. Skill development:	In addition to the above mentioned core subjects, following are the skill development courses included under NEP. They are; Computerised Accounting, Stock Market for BCA students.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Students can opt language subjects i.e., Kannada, English and Hindi.
5. Focus on Outcome based education (OBE):	Analytical ability to demonstrate the knowledge in understanding research and addressing practical problems. Critical Thinking and problem solving ability an increased understanding of fundamental concepts and their applications. College has augmented infrastructural facilities, established language and commerce laboratories. Conducts regularly course enrichment programme for B.Com., M.Com., and BCA students.
6. Distance education/online education:	6. NEP content of syllabus gives scope for online courses through SWAYAM, MOOC and MOODLE. College has enhanced internet connectivity with 350 mbps and facilitated digital web library for remote access.

## Extended Profile

### 1 Program

#### 1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
116	118	118	117	106
File Description		Document		
Institutional data prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
3	3	3	3	3

### 2 Students

#### 2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
989	972	947	932	879
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
130	130	130	130	130

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.3

#### Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
318	330	312	301	267

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 3 Teachers

### 3.1

#### Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
14	14	13	13	13

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.2

#### Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
14	14	13	13	13

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 13**

**4.2**

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
41.40823	71.35446	79.44723	105.23679	63.74162

**4.3**

**Number of Computers**

**Response: 93**

NAAC

## 4. Quality Indicator Framework(QIF)

---

### Criterion 1 - Curricular Aspects

---

#### 1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

The college is affiliated to Karnatak University, Dharwad and runs 02 UG (B.Com. and BCA) and 01 PG (M.Com.) programmes. College prepares strategic plans and its implementations with the active participation of IQAC, suggestions and recommendations of faculty members, which ensured the effective delivery of course curriculum and its documentations from time to time. To fulfill Institutional Vision and Mission statements and sustained guidance and support of our esteemed Management, college is very strongly committed in providing quality education and give scope for advanced students to compete at various fields.

After getting the University Calendar of Events for the current academic period, Principal convenes the staff meeting with the agenda – (a) Review of previous semester end result, (b) Preparation of Calendar of Events (c) Allocation of Subjects (d) Requisition of human resources by virtue of excess of workload, introduction of unaided subjects (e) Any other suggestions from faculty members (f) Departmental Action Plans (g) Enhancement of Learning resources (h) Course enrichment Programmes.

Every faculty member has to submit the conspectus which highlights the month wise distribution and completion of course curriculum at the beginning of each semester along with Individual Time Table. They are also required to submit Daily Diary, students' attendance register to the Principal within 5th of every subsequent month of the semester. Principal reviews the portion of syllabus covered by respective faculty members and shortage of attendance of students. Absentees are informed to maintain minimum 75% of attendance to theory classes. Teachers are instructed to conduct remedial classes for slow learners.

The feedback suggestions of stakeholders, faculty members, Library

Committee help the Institution in enhancing the learning resources at the central library. During the assessment period, college has subscribed 12 academic Journals of national and international repute i.e., University News, Economic & Political Weekly, Journal of Commerce, Yojana, Indian Journal of Marketing, Indian Journal of Finance, Entrepreneurship Development, and enhanced good number of subject wise e-learning resources. Similarly, college has encouraged every faculty members to upgrade and update on ICT mode of teaching learning processes. During the assessment period, college has invited experts to train all the faculty members on effective usage of ICT for effective delivery of course curriculum. College also upgraded almost all the class rooms with LCD projectors and also facilitated internet connectivity. During the assessment period, college also procured Interactive Board and 08 class rooms are facilitated with electronic lectern. College has facilitated a separate room inside the computer laboratory along with high configured computer, earphone, digital camera for recording the lectures. During the pandemic, almost all the faculty members uploaded the recorded lectures on Institutional website and some of the faculty members have created their own YouTube channel and uploaded the recorded lectures.

College has given ample scope to faculty members for attending professional development programmes, Seminars, Conferences, and Workshops.

#### **Course Enrichment Activities:**

- 1. In addition to the regular classes, faculty members are encouraged to conduct co curricular activities viz; conduct of special lectures, assignment, bridge course, visit to Banks, Financial Institutions, Commerce Fest, In-house seminars, Group Discussions, guidance for preparation of Project report for BCA and M.Com.**
- 2. Commerce Laboratory: Based on the course curriculum, college has facilitated commerce students to learn about share market, banking operations.**

**The college prospectus and students hand books is provided to students**

and also made available on college website.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>

### 1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

#### Response:

Every suggestions and recommendations made through IQAC is implemented on the priority basis. The college calendar of events is prepared based on the university calendar of events. In addition to the regular activities of curricular, cocurricular and extra curricular reflected in the calendar of events, it also highlights about the conduct of special lectures, events, exhibitions. During the orientation programme students are well informed about the code of conduct and guidelines of University for maintaining minimum of 75% attendance for theory, practical classes. Every faculty is instructed to submit their daily dairy, students attendance register and conspectus before the 5th of subsequent month of the semester. Principal, IQAC and Attendance Committee evaluate the overall attendance of the students and students who are regularly irregular to the classes and those who are less than required number of classes as against the engagement of no.of classes, Principal notifies on the college Notice Board and IQAC is entrusted to communicate to respective parents and students about the necessity of attending the classes. The CIE includes No.of class attended, 02 internal tests and assignments, with the weightage of 20 internal marks split into 5 each. College has provided tabulated statement comprising of above said criteria. In addition to these, with the active support and guidance of Principal, every teacher monitors the active involvement of students irrespective of their performance in curricular, co-curricular and extra-curricular activities. This mechanism has helped faculty members to identify the overall learning ability of the students. College has given ample scope to students to express their difficulties, challenges in coping up of the current course curriculum and accordingly, some of the core subject teachers have engaged extra classes, remedial classes and bridge courses. Students' academic performance is evaluated

through internal tests, semester end examinations. Students who score less than 10 marks as against 20 in internal test and less than 50 as against 80 in theory semester end examination is identified as slow learners and whereas students who perform well with more than 18 and 70 respectively are identified as advanced learners. This mechanism helped the institution to conduct remedial classes for slow learners and give scope to advanced learners at in-house seminars, encouraging them to participate in every competitions conducted outside the campus. College also keep close track of students active involvement in extra-curricular activities i.e., sports and cultural. Accordingly, college has augmented sports equipments based on the suggestions and recommendations of respective committee. To equip students to participate in different competitions, in addition to the available resources college also hires the experts to coach students in sports and cultural activities. Students whose attendance is affected due to participation in NSS and NCC camps (Annual special camps, National Integration, Republic Day camps, etc., and also students who remain absent due to ill-health are given special assignments and also a separate tests is conducted so as to enable them to cope up the course curriculum effectively. All these efforts of the Institution have helped good number of below average students to update and upgrade academically and has reflected with remarkable institutional semester end result.

File Description	Document
Link for Additional information	<a href="#">View Document</a>

**1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years**

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

**Response:** A. All of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View Document</a>

## 1.2 Academic Flexibility

<b>1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>	
Response: 100	
<b>1.2.1.1 Number of Programmes in which CBCS / Elective course system implemented.</b>	
Response: 3	
File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

<b>1.2.2 Number of Add on /Certificate programs offered during the last five years</b>											
Response: 11											
<b>1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.</b>											
<table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>4</td> <td>5</td> <td>1</td> <td>0</td> </tr> </tbody> </table>		2020-21	2019-20	2018-19	2017-18	2016-17	1	4	5	1	0
2020-21	2019-20	2018-19	2017-18	2016-17							
1	4	5	1	0							
File Description	Document										
List of Add on /Certificate programs	<a href="#">View Document</a>										
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View Document</a>										
Any additional information	<a href="#">View Document</a>										

<b>1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</b>
---

**Response:** 8.09**1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
21	132	208	26	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.3 Curriculum Enrichment****1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum****Response:**

**The cross cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum highlighted in some of the course curriculum i.e., Indian Constitution, Environmental Studies and Human Resource Management.**

**Indian Constitution:** The subject covered significance of the Constitution, Fundamental Rights, Meaning of directive principles, Principles of state policy, etc.

**Environmental Studies :** Concept of sustainability and sustainable development. Eco system – its importance, structure and functions, natural resources renewable and non renewable, bio diversity and conservation, environmental pollution, etc.

**Human Resource Management:** Need for planning HRP, meaning of training and induction. Criteria of effective training methods. Wage and salary administration, performance measurement, etc.

**Human Rights and Environmental Studies:** Nature of environmental

**studies, natural resources, water resource, mineral resources, food resources, energy resources and land resources. In addition to the dissemination of the above mentioned courses, with the support unit of NSS, YRCW, Red Ribbon Club, Eco club, Legal Aid Cell, college regularly conducts special talk on cross cutting issues.**

**Personality Development and Communication Skills: The cross cutting issues highlights in the course are;**

**(a) Determination of Personality – Physical, Intellectual, Emotional, Social, Educational, Familial.**

**(b) Self Concept - Process of perception cognition and their impact, the process of attitude formation.**

**Business Communication Skills : the subject highlights towards trade enquiries, Banking correpondence, Insurance correspondence, etc.**

**Good number of activities on cross cutting issues are conducted during the last five years and invited subject experts, professionals, academicians to deliver special talk. During the assessment period, college has conducted special lectures by experts, professionals on the occasion of (a) World Environment day (b) Rashtriya Ekata Diwas (c) Constitution Day (d) Voters awareness (e) National Youth and (f) National voters day. (g) Constitutional Obligations, (h) Women Empowerment activities, (i) Sadbhavana Diwas, (j) Swachata Pakwara, (k) National Youth Day (Yuva Saptaha), (l) Vanamahotsava (Environment Protection), (m) Communal Harmony Fortnight, (n) National Voters Day, (P) SVEEP Jatha Voter Education, etc. The college regularly conducted a rally on creating Voters Awareness conducted a rally, educated the neighbouring villagers about the prominence of voting, etc. During the pandemic circumstances, to boost the confidence level among students Physical Education Director has conducted virtual demonstrative lectures with the title, “Stay Home Stay Fit” on different physical exercises for a period of one month. This specific programme has encouraged both staff and students. Students are enlightened about the precautions to be taken on prevention of COVID-19. The poster regarding the awareness of COVID-19 is placed at prominent places of the college. College also conducted COVID Tests and Vaccination**

**Drive in collaboration with District Health Office, Govt.of Karnataka for the neighbouring Institutions including our staff and students during the year. On the occasion of World Environment day, college has conducted photography competition under the title of “Selfie with Nature” through virtual mode. Invited academicians and professional to deliver special lectures on Personality Development, Softskills, Communications Skills, etc.**

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### **1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years**

**Response:** 1.74

#### **1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	2	2

File Description	Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	<a href="#">View Document</a>

### **1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year**

**Response:** 7.18

#### **1.3.3.1 Number of students undertaking project work/field work / internships**

Response: 71	
File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	<a href="#">View Document</a>

## 1.4 Feedback System

<p><b>1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni</b></p> <p><b>Response:</b> B. Any 3 of the above</p>	
File Description	Document
Any additional information (Upload)	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

<p><b>1.4.2 Feedback process of the Institution may be classified as follows: Options:</b></p> <ol style="list-style-type: none"> <li>1.Feedback collected, analysed and action taken and feedback available on website</li> <li>2.Feedback collected, analysed and action has been taken</li> <li>3.Feedback collected and analysed</li> <li>4.Feedback collected</li> <li>5. Feedback not collected</li> </ol> <p><b>Response:</b> A. Feedback collected, analysed and action taken and feedback available on website</p>	
File Description	Document
Upload any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 93.42

##### 2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
989	972	947	932	879

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1050	1010	1010	1010	970

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 97.54

##### 2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
130	130	120	124	130

#### File Description

#### Document

Average percentage of seats filled against seats reserved

[View Document](#)

Any additional information

[View Document](#)

## 2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

Response:

Due to the heavy demand of students for seeking B.Com. at the entry level, the admission process of the college follows purely on the basis of merit at the qualifying examinations. The demand ratio of the institution is more than 1:5. The Admission Committee strictly adhered to the guidelines of Commissionerate of Collegiate Education, Govt. of Karnataka and Karnatak University from time to time. Whereas, 50% of seats for M.Com. is allocated by University through counseling and remaining 50% of the seats are allocated on the basis of merit at the qualifying examination, similarly, BCA admission is followed on first cum first serve basis those who fulfill eligibility at the entry level.

During the year, due to the pandemic circumstances and huge demand of localites, Principal and Admission Committee resolved to give the admission on the basis of first cum first serve basis. However, college has analysed the overall academic performance of the students at the qualifying examinations at the time of admission. This process has helped the IQAC to analyse the learning levels of the students and their aspirations of seeking the programmes i.e., B.Com., BCA. Accordingly, soon after the admission, college has conducted crash course on Basic Grammar and bridge course. College conducts induction programme, wherein, IQAC and Principal elaborate the facilities available in the college, scope of scholarships, code of conduct, availability of learning resources at the central library, sports facility, gymnasium, committees and associations, examinations, etc. The learning levels of the students are tracked through their performance in internal tests, active involvement in curricular, cocurricular and extra curricular activities, performance in semester end results. With the support of IQAC, senior faculty members analyse the overall academic performance and segregate the level of students as Slow and Advanced learners.

### **Scope for Slow Learners:**

- 1. To cope up the course curriculum, college regularly conducts remedial classes for slow learners.**
- 2. Cumulative record is maintained by the department so as to keep the track record of the performance of the slow learners.**
- 3. Solved previous question papers and provided model answer sheets.**
- 4. Given additional assignment so as to prompting them to read and write.**
- 5. Provided additional study materials and redressed their academic problems and difficulties in different subjects.**

### **Scope for Advanced Learners :**

- 1. College strived its best to shape the career prospects of students so as to enable them to get the pathway for fulfilling their aspirations to become competent academicians, entrepreneurs and professionals.**
- 2. Procured good number of academic journals and learning resources at the central library from time to time.**
- 3. Motivated and given financial assistance to compete each and every competitions conducted by neighbouring Institutions and university level.**
- 4. To overcome the stage phobia, they are encouraged and trained to present on a topic at in house seminars.**
- 5. Prepared them to present articles at seminars, conferences and workshops.**
- 6. Invited academicians, professionals, Entrepreneurs, successful Alumnus of the college to deliver special lectures and motivational classes.**
- 7. Procured learning resources relating to competitive examinations.**
- 8. Conducted soft skill training for both slow and advanced learners in association with CONNECT group.**

**All these sincere effort of the each and every faculty members enabled**

**every student to update and upgrade academically and has resulted in good semester end result.**

<b>File Description</b>	<b>Document</b>
Past link for additional Information	<a href="#">View Document</a>

### 2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)

**Response: 71:1**

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

**2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences**

**Response:**

**The institution has provided necessary infrastructural facilities and also based on the suggestions of IQAC, stakeholders, college has augmented infrastructural facilities and enhanced learning resources based on the priority for the effective delivery of course curriculum. In addition to the conventional mode of teaching, almost all the teachers have adapted to the current trend of dissemination of lecturing processes by upgrading themselves with ICT, in addition to conventional mode of teaching. Following are the student centric facilities available in the college –**

### **EXPERIENTIAL LEARNING:**

#### **(1) Computer Laboratory:**

**College has established 2 well equipped computer laboratory installed with necessary learning software based on course curriculum i.e., MS-Office, Tally, Programming languages, C, C++, Visual Basic, Java, MySql, Oracle, etc. Lab is also provided with high bandwidth internet connectivity. For the purpose of practical sessions, college has facilitated with Lab Instructor who takes care of practical as per the prescribed syllabus. Lab is also**

installed with soft skill software i.e., Typewriting Software, Communication Skills, etc. Syllabus based exercises are provided to students to experiment and gain the computer based skills.

### **(2) Language Lab.:**

To enable students in English communication skills, college has installed a language software. The Department of English taken keen interest to guide the students and prepare them with minimum communication skills in English.

### **(3) Commerce Lab.:**

The prescribed syllabus for B.Com. demands for demonstrative lectures so that students can able to understand the operations of Banking, Insurance Sectors, Share Market, etc. The suggestions in feedback on course curriculum enforced the Department of Commerce to establish Commerce Lab. Final year students are given priority to utilize this lab on batch wise.

### **(6) Network Resource Centre:**

College has a separate browsing centre with 12 well configured computers and facilitated with high speed internet connectivity. Students are given ample scope to utilize this provision so that they can access learning resources. Students are permitted to utilize the facilities only after the class hours on all the working days.

### **(7) Information Science Forum:**

College has establish ISF with an intention to educate every students about the prominence of gaining knowledge and skills on commerce related software i.e., Tally, GST, etc. With the support of this Forum, college conducts special lecture on Advanced Computer Technologies which are operational in Banking, Finance, Insurance sectors. College also conducts week long activities i.e., Exhibition on computers peripherals, job opportunities in different sectors, 15 days special crash course on “Computer Typewriting Skills”, “Experiment of Tally” etc.

### **PARTICIPATIVE LEARNING:**

**Slow learners are merged with advanced learners during the peer learning. To avoid the stage phobia the slow and advanced learners are given ample scope to present on a topic at in-house seminars. Group discussion, quiz, elocution, essay writing and debate competitions are regular features of the Institution.**

### **PROBLEM SOLVING TECHNIQUES:**

**Students are given sufficient case studies in core subjects. M.Com. students are guided for the preparation of Project Report. To instill the confidence and develop the leadership abilities, college regularly conducts Product Launch programme – through which students have to learn about the promotion of newly introduced product, created by students themselves and procedure to launch a entrepreneurship. To enrich the course curriculum, encouraged students to conduct Commerce Fest, called Commerce Jodi. This has helped students to develop the analytical skills.**

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

#### **2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.**

**Response:**

**The faculty members are encouraged to update and upgrade academically and professionally. Given ample scope to the faculty members for attending professional training programme outside the campus and also invited experts to train the faculty members on effective usage of ICT for teaching learning processes. During assessment period, college has upgraded almost all the class rooms with LCD projector along with wi fi provisions for accessing the e-learning resources. College also procured an interactive board and given sufficient training to faculty members for smooth and effective usage of smartboard. Our college central library uses Argees-lib software for house-keeping operations like data base management, circulation, various types of report generation. OPAC system in library**

helps teachers and students to search title, topic of interest, and authors of text books at ease. This has helped faculty members to utilize the available facilities to enrich their knowledge and skills.

College has well equipped 02 computer laboratories, browsing centre to cater the digital and technological needs of the students and also to encourage students and faculty for independent learning.

College has provided a separate room with well configured computer, inbuilt camera, recording software, earphone for conducting online classes and also recording the lectures. The recorded lectures are being uploaded on Institutional website. During pandemic circumstances, every faculty members delivered the lectures using ZOOM, Teach Mint, Google Meet, Google Class. Some of the faculty members have created their own YouTube channel and facilitated recorded lectures. Students are enlightened about the availability of resources uploaded on different platforms. College has created class wise whatsapp group wherein circulated tailored study materials for the preparation of semester end examinations and accordingly, college has conducted online internal tests.

*English Language lab* is functional and supportive to students for enhancing communication skills and soft skills. The Department of English actively involved in training and guiding the students to gain the English communication skills.

File Description	Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View Document</a>

**2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )**

**Response:** 76:1

2.3.3.1 Number of mentors

Response: 13

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years	
<b>Response:</b> 100	
File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)					
<b>Response:</b> 41.76					
2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years					
	2020-21	2019-20	2018-19	2017-18	2016-17
	6	6	6	5	5
File Description	Document				
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	<a href="#">View Document</a>				
Any additional information	<a href="#">View Document</a>				

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest
--

completed academic year in number of years)

**Response:** 11.5

#### 2.4.3.1 Total experience of full-time teachers

Response: 161

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

**Response:**

**College conducts 2 internal tests as per the guidelines and also some of the core subject teachers do conduct unit tests and class tests. Soon after the evaluation Answer sheets are distributed among the students during the class hours to make them aware of their mistakes and the area where they can score more marks. To encourage slow learners, faculty members do refer answer sheets who have scored good marks, which will motivate them to improvise in their studies and prepare effectively for internal examinations and semester end examinations. The Examination Committee prepares time table for the internal tests, which are mandatory as per the requirement of the university. The evaluation of the students is an integral part teaching learning process. Before uploading the internal marks on university portal, every department notify the internal marks scored by the students and instructed students to verify the marks allotted to them and only in the case of any factual errors, students can approach concerned faculty members for making corrections. To monitor the overall performance of every student, faculty members do keep vigilance on students active participation in curricular, cocurricular and extra curricular activities. The institution conducts regular internal evaluation to know the learning level and progress of students. This has helped faculty members to redress the students difficulties with regard to coping upof course curriculum. The Semester end exams are conducted by the**

**University. Examination and evaluation of all disciplines are conducted by the University at the end of each semester. Soon after the announcement of semester end result by the University, the IQAC analyses the overall performance and identify the learning levels of students as slow and advanced learners.**

**The following are the evaluation processes implemented by the college. Students are asked to present seminar in classroom on assigned topic in related subject. Subject knowledge, Presentation skills are the criteria to evaluate the students.**

### **Home Assignment**

**Students are asked to submit within the proper time schedule. Group Discussion – Teachers assign topic for group discussion. Students knowledge is evaluated on the basis of presentation skills, communication skill and language fluency.**

### **Computer Practical Exam.**

**In addition to the prescribed syllabus, to enrich the course curriculum, the Department of Computer Application has given sufficient practical exercises to be practiced compulsorily in computer laboratory. They are also strictly instructed to prepare Journals and submit them at the time of Lab Examination.**

### **In-house Seminars:**

**To promote students learning abilities, most of the department encourage students to present a topic relating to course curriculum. Concerned faculty members guided and motivated students to present a topic.**

---

**2.5.2 Mechanism to deal with internal/external examination related grievances is transparent, time-bound and efficient**

#### **Response:**

**The Institution has provided necessary guidance with regard to internal / external examination grievance related issues. The respective subject**

teachers ensure for redressal of grievances with regard to grievances pertaining to internal, external examination. Attendance to the internal test is compulsory for every student. The Examination Committee strictly follow the guidelines of University for the conduct of Internal and practical examinations.

#### **For internal examination:**

College has Examination Committee. The Committee is entrusted to conduct scheduled internal tests and communicate the students one week prior to the actual schedule of examination and similarly, collects 2 sets of question papers from every faculty members prior to one week of the internal test. The answer sheet has to be evaluated and submit the tabulated statement of marks to the Examination Committee within 3 days of the completion of respective test. To keep the transparency of allocation of internal marks, every teacher circulates the answer sheets to students in the class room so as to realize the performance of students and similarly, teacher also show model answer sheets who has scored highest marks in internal marks. This helps the students to know about their strength and limitations and prepare accordingly. Faculty members also come to know about the achievement of each student and recommend pertinent suggestions for further improvement. Apart from this, if a student has any internal examination related grievances, he /she can make an appeal to the Convener, Examination Committee and the grievance is sorted out within a day or two in a time-bound manner.

Before the finalization of internal marks which are to be uploaded on university examination portal, the actual internal marks scored by the students are notified on college notice board and communicated to students to get corrected only factual errors in the case of genuinity. All these processes has taken the confidence of entire students community about the transparency of allocation of internal marks.

#### **For external examination:**

The concerned faculty members do guide students for redressal of grievances with regard to Internal examination, Practical Examination and university result. Students are well informed to meet concerned faculty

members with regard to grievances regarding internal, practical examination and semester end result. After collecting the grievances from aggrieved students, such cases are reviewed and only the genuine cases are forwarded to the Examination Section, Karnatak University for necessary redressal. Students are guided and counseled before applying revaluation, challenge evaluation, recounting marks, correction in marks card, result with-held cases, etc.

Through this transparent and time bound mechanism that our college addresses the examination related grievances of the students both at the college level in internal examinations and University examinations. This process has helped good number of students in getting justified the grievances after revaluation.

## **2.6 Student Performance and Learning Outcomes**

**2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.**

**Response:**

The college has clearly stated PO, PSO, CO and Learning Outcomes to the stakeholders and the college has elaborated the scope of PO, PSO and CO and the same is published on college website to communicate stakeholders and printed in college prospectus for giving awareness to students. The Induction programme is conducted by the college for the first year students at the commencement of the UG / PG programme which serve as a vehicle to communicate the POs and PSOs to the student community. College regularly invites Chartered Accountants, professionals from ICWA, eminent academicians, CMDR (Centre for Multi Disciplinary Research Centre) to highlight the scope of PO and CO of B.Com. & M.Com. Similarly, college regularly invites experts from Software Development to highlight the scope of BCA in the job market and for progression to higher education. Faculty Development programme is regularly conducted to keep updated on PO and CO. Faculty members are also encouraged to prepare the strategies for attainment. This has impacted the demand ratio at the entry level which is more than 1:5.

Referring to the current trend, the Programme and course curriculum for commerce and Computer Application for BCA has given ample scope for higher education, employability at different sectors and also enable students to compete at various competitive examinations and also given scope for entrepreneurship. Based on the course curriculum, college has augmented infrastructural facilities, learning resources from time to time. During the year 2020-21 Karnatak University has revised the course curriculum and introduced CBCS pattern for UG level. Course Outcomes as well as Learning Outcomes depend upon the nature of course and the subject concerned. They are also defined by University and are clearly mentioned in the students handbook of particular class and subject. All these outcomes are explained to students in the classrooms. There are some universal learning outcomes also which are inherent in every syllabus. The students are encouraged, guided to learn and imbibe these outcomes. They are also percolated to students through organization and participation of cocurricular and extra-curricular activities. Every department plans and conducts all activities in light of the programme outcomes, course outcomes. There are certain ways to assess whether the programme outcomes have been achieved or not. The performance of students in university examinations and in internal examinations is a parameter of outcome assessment. For the assessment of students, summative and formative approaches are followed to get intended learning outcomes. The teaching-learning and assessment processes are reviewed by the IQAC. Records of academic results and other achievements are maintained by the College. They are submitted to the IQAC at the end of academic year. The feedback obtained from students on the teaching- learning process help to understand the expected learning outcomes. Secondly, the students overall performance in co-curricular and extra-curricular activities as well as his/her behaviour on and off the campus help to judge the programme or course outcomes. B.Com, BCA and M.Com degree students are able to develop their career in different specializations of commerce and IT sectors. These programmes will help to improve Financial Management Skills and build up specialist knowledge within selected area such as Accounting and Finance, Marketing, Taxation, Banking, Insurance, International Business Operations, Economics, Human Resource Management, Corporate Governance, computer applications skills i.e.,

**software programming, software developing, Software Testing.**

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Past link for Additional information	<a href="#">View Document</a>

**2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.****Response:**

College is very much committed to its Vision and Mission and during the last 49 batches from the inception of the college has produced remarkable outgoing students. To attain the PO, PSO and CO, Principal regularly seeks the suggestions and recommendations of faculty members, students community, IQAC with regard to augmentation of infrastructural facilities and enhancement of learning resources based on course curriculum. Our esteemed Management regularly supports the Institution in approving the proposals sent by the Principal every now and then. This has added sufficient infrastructural facilities and also learning resources.

College has given ample scope to every faculty members to update and upgrade professionally and OOD provision is extended to attend professional training programmes. College has upgraded most of the class rooms with ICT enabled and provided with high bandwidth internet connectivity. In addition to the conventional mode of teaching, every teacher do engage classes using ICT for effective delivery of course curriculum. Invited academicians, professionals, entrepreneurs, eminent personalities to deliver special lectures based on current trends and course curriculum. College regularly conducts remedial classes for slow learners and gives ample scope to advanced learners to further nurture their potentialities. Before assigning the project title to the BCA and M.Com students, college regularly conducts special training programmes so that students can prepare live projects and commerce students can prepare project report specifically based on primary data. To engage every student in curricular, co-curricular and extracurricular activities, respective convener of the associations and committees, gives sufficient scope to

**involve in different activities. All these efforts of the Institution reflected in gaining remarkable semester end results, rank, gold medals, cash awards and special achievements in sports and cultural events. The outcome of the PO and CO is analysed soon after the semester end result. The same is also published on college website for ready reference to stakeholders.**

### **Learning Resources:**

- To encourage every student and promote them to utilize the available resources at the central library, Librarian conducts special programmes i.e., Book Talk and Book Exhibition.**
- Subscribed 12 academic journals for commerce students and 03 magazines for BCA students.**
- Network Resource Centre under the supervision of Librarian facilitated with 15 well configured computers and high bandwidth internet connectivity.**

### **Internal Assessments :**

**As per the guidelines, college conducts 2 internal tests in every semester and in addition to this, some of the core subject faculty members do engage surprise test, open book test and class activities. The learning levels of the students are measured through the outcome of Internal Evaluation. Students who have scored least marks and find difficulty in coping with the course curriculum are motivated and encouraged through the conduct of remedial and extra classes. They are also motivated to actively involve in every cocurricular activities.**

### **Analysis of Semester End Result:**

**Soon after the declaration of university result, IQAC analyses the result to find out slow, average and advanced learners. This process has helped the Institution to further motivate slow learners to become on par with advanced students. The overall record of the Institution has highlighted that many slow learners have excelled in their academic performance and have continued for higher education after their graduation.**

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students during last five years

**Response:** 95.88

#### 2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
313	306	301	291	253

#### 2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
318	324	313	301	270

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:**

<b>File Description</b>	<b>Document</b>
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>

NAAC

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 0

**3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**File Description**

**Document**

List of endowments / projects with details of grants

[View Document](#)

**3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)**

**Response:** 0

**3.1.2.1 Number of teachers recognized as research guides**

**File Description**

**Document**

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

**3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years**

**Response:** 0

**3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**3.1.3.2 Number of departments offering academic programmes**

2020-21	2019-20	2018-19	2017-18	2016-17
3	3	3	3	3

File Description	Document
List of research projects and funding details	<a href="#">View Document</a>

**3.2 Innovation Ecosystem****3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge****Response:**

**To encourage both faculty and students community at large, college has created ecosystem for innovations and creativity. Following are the implementations based on suggestions and recommendations of IQAC and stakeholders -**

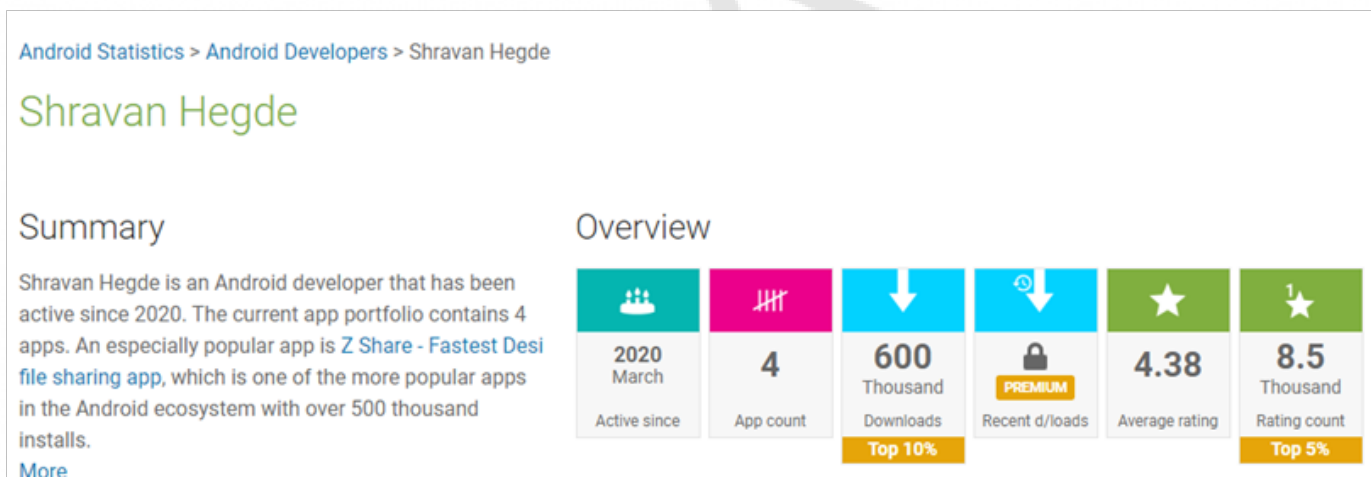
- **Most of the class rooms upgraded with ICT enabled, mounted LCD projectors, facilitated computer, internet connectivity.**
- **Procured Interactive board during the year 2020-21.**
- **Upgraded computer laboratory with necessary software based on course curriculum and also enhanced 20 more computers during the assessment period.**
- **Upgraded 15 computers at Network Resource Centre for accessing e-learning resources.**
- **To enrich the course curriculum, the Department of Commerce has established Commerce Lab, wherein concerned faculty guide students on commerce related practical oriented topics i.e., share market, banking operations, etc.**
- **Students who are mostly influenced with vernacular language and are**

**finding difficult in English communication skills, to encourage such students to gain minimum of English communication skills, college has established Language laboratory. This has helped students in gaining interactive communication skills.**

- **College has subscribed for INFLIBNET N-LIST, 12 academic journals i.e., International Journal of Financial Marketing, International Journal of Marketing and Business Communication, Journal of Strategic and Human Resource Management, Journal of Entrepreneurship and Management, Journal of Rural and Industrial Development, Economic and Political Weekly, University News, Kurukshetra, Yojana, Indian Financial Management, Marketing.**
- **Library is also enriched with encyclopedia, dictionaries, PDCS, autobiographies of greatest personalities, magazines and journals relating to competitive examinations.**
- **To facilitate remote access, in addition to the INFLIBNET, college has installed digital library <https://csiccdigitallibrary.in> This has helped students in accessing learning resources relating to course curriculum, old question papers, learning resources relating to competitive examinations, foreign languages, etc.**
- **Established Research Committee. To inculcate the research culture among staff and students, college has established MoU with Centre for Multi Disciplinary Research (CMDR).**
- **Financial assistance from the Institution to every faculty for attending seminars, conferences and workshops.**
- **For the purpose of skill based training, college has established MoU with Deshpande Foundation, Hubballi a renowned and reputed NGO.**
- **College has established MoUs with Institutions i.e., Anjuman Arts, Science & Commerce, Dharwad, Akkihal College, Dharwad and Chetana Business School, Hubballi for Faculty Exchange programmes.**
- **College also established MoUs with Shakti Investments, Dharwad,**

## CAVE – Coaching Centre for Competitive Examinations.

- Under the scheme of Capability Enhancement, college regularly invites experts to train students on skill based programmes for BCA-VI sem, B.Com.-VI and M.Com.-IV sem students. This has helped BCA-VI semester students in preparing live projects as per the prescribed syllabus and also M.Com.-IV students for the preparation of project report.
- It is proud to state here that, one of the students of BCA-VI sem has developed Android App i.e., Z-App during the year 2020-21, which is the replacement of China's App for file sharing. His innovative creation has widely published in almost all the news papers.



- College regularly invites subject experts from the PG Department of Studies in Commerce, Karnatak University, Subject Experts from Law University, Janapada University, neighbouring Institutions to deliver special talk based on course curriculum.
- To inculcate the competitive spirit among students at large, college conducts different competitions i.e., Quiz, Book Talk, Debate, Elocution and given optimum scope to students to participate in every competitions organized by neighbouring Institutions, University, etc.

**3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years****Response:** 10**3.2.2.1 Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
3	4	0	0	3

**File Description****Document**

List of workshops/seminars during last 5 years

[View Document](#)**3.3 Research Publications and Awards****3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years****Response:** 0**3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years****3.3.1.2 Number of teachers recognized as guides during the last five years****File Description****Document**

List of PhD scholars and their details like name of the guide , title of thesis, year of award etc

[View Document](#)

Any additional information

[View Document](#)**3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years****Response:** 0.37**3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
5	0	0	0	0

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

### 3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 3.36

#### 3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
13	10	19	03	00

File Description	Document
List books and chapters edited volumes/ books published	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.4 Extension Activities

3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

**College has NSS, YRC, Red Ribbon Club, Ladies' Association (Women Empower), SVEEP. To imbibe the social responsibilities among students, the college organizes different extension activities and provides them the opportunity to participate and render selfless service to the society that bring in them a feeling of belongingness to the humanity as a whole.**

**College has active NSS officer, who have motivated NSS volunteers in different extension activities at the neighbouring Institutions and adopted village i.e., Jogellapur, Dist.: Dharwad. The holistic efforts of NSS programme officer is identified by the NSS Cell, Karnatak University and is a recipient of Dr. D.C. Pavate as a BEST NSS Programme Officer and**

also received credentials from District Administration, Zilla Panchayat, District Health Office, Govt.of Karnataka. During the assessment period, following are some of the extension activities which have impacted the involvement of NSS volunteers –

1. **Organized special programme on Free Domestic Animal Check Up camp, wherein 45 animals being checked by medical officer.**
2. **Importance of eye & donation Awareness, more than 150 villagers actively taken part in this special event.**
3. **The survey on availability of Toilet at different villages conducted by NSS volunteers resulted in joining hands with Gram Panchayat, Taluka Panchayat and Zilla Panchayat to construct 42 toilets at a village called Marewad.**
4. **Organized Cycle Jatha and Bike Jatha on Voter Awareness in surrounding areas of college.**
5. **On the occasion of World AIDS day, college has participated in Jatha organized by District Health Organization, District AIDS Prevention and Control Unit Govt.of Karnataka, Dharwad.**
6. **Special lecture being organized under the title, “Dream of Gandhiji – on Rural Development.**
7. **Organized activities awareness programme on “The role of youth on cleanliness at rural based areas”.**
8. **Awareness programme on “Seed Protection” conducted at adopted village.**
9. **Conducted a programme on “Digital Banking System” to create awareness among villagers.**
10. **To create reading habits among school children at adopted village, Jogellapur, organized special programme “Oduva Dina – Reading Day” by telling short stories, etc.**
11. **On the auspicious of 150th Birth Anniversary of Mahatma Gandhiji,**

**in association of Municipal Corporation organized cleanliness programme at KCC Bank circle and some streets of Dharwad locality.**

- 12. For the successful completion of 84th Akhila Bharata Kannada Sahitya Sammehala, all the faculty members including NSS volunteers and 100 other students (altogether 200 students) actively participated and rendered their assigned responsibilities.**
- 13. Conducted Legal Awareness Programme at adopted village. Smt. Prafulla Naik, a leading Advocate was the resource person. This has enlightened most of the villagers about the minimum knowledge of legal awareness.**
- 14. Organized a competition on “Environment Protection” for school children and delivered special lecture on environment consciousness at adopted village.**
- 15. Organized competitions viz; Drawing, Balancing the Book run and Singing competition for school children of Jogellapur village.**
- 16. NSS volunteers participated in voting awareness rally and created voting awareness among the villagers by performing street plays.**
- 17. Voting awareness was created among the villagers and performed mock polling by using EVM and VVPAT machine. This programme as conducted in association with Sector Officer, nominated by Election Commission.**
- 18. Our NSS volunteers been deputed to take part as volunteers in Sadhana Samavesh at University of Agricultural Science, Dharwad and actively involved in rendering social services.**

File Description	Document
Upload any additional information	<a href="#">View Document</a>

**3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years**

**Response: 9****3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
04	02	01	02	0

File Description	Document
Number of awards for extension activities in last 5 year	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

**3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years****Response: 31****3.4.3.1 Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
05	06	06	08	06

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	<a href="#">View Document</a>

**3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years****Response: 58.42****3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs**

**awareness, Gender issue etc. year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
427	561	353	793	605

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>

**3.5 Collaboration****3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year****Response:** 54**3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	12	14	14	14

File Description	Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years****Response:** 10**3.5.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	3	0	7

<b>File Description</b>	<b>Document</b>
e-Copies of the MoUs with institution/ industry/corporate houses	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>

NAAC

## **Criterion 4 - Infrastructure and Learning Resources**

---

### **4.1 Physical Facilities**

**4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.**

**Response:**

**College is surrounded with 3.32 acres of land with the built up area of 12852.82 Sq.Mtrs. During the assessment period, college has constructed additional 03 class rooms and 01 conference hall (overall additional built-up area 196.64 Sq.Mtrs.).**

**College has altogether 12 class rooms. During the assessment period, 10 class rooms are upgraded with ICT enabled including 09 class rooms with electronic lectern and also procured moveable interactive board. Every class room is well ventilated, spacious, mounted with fans, LED bulbs, LCD projector, wi fi provision, CCTV surveillance camera in every class room.**

**Network Resource Centre:**

**The entire campus is surrounded with wi-fi provision. Provided internet connectivity by the service provider BSNL (200 mbps) and Jio (150 mbps). This facility is extended to computer laboratory, Principal's chamber, Administrative Block, Library, Staff room, IQAC.**

**To access the e-learning resources, college has a separate block as Network Resource Centre wherein 15 well configured computers are placed at central library. Students are instructed to utilize the available resources after the class hours only.**

**Computer Laboratories:**

**The laboratory has well configured desktop computers. Established LAN connectivity and provided scope to access the data and internet. Based on the course curriculum, necessary software made available for students and staff. All the computers are regularly protected with updated with anti virus software.**

**During the assessment period, 10 computers, of the nature of N-computing**

**has been replaced and procured 10 well configured computers. Almost all the computers are upgraded and ensured to support current updated software. Altogether Computer Laboratory has 60 computers which is optimally utilized by students and staff.**

**The suggestions of stakeholders implemented on priority and has established a additional computer laboratory with 10 well configured desktops for students purpose and 01 for M.Com. staff at the M.Com. wing.**

**Computer laboratories are also supported with UPS facility for supporting the lab during electricity failure.**

#### **Recording Room:**

**College has facilitated a separate room inside the computer laboratory and placed well configured computer inbuilt with camera, earphone and required software for delivering virtual classes and also recording the lectures. Most of the teachers utilized this provision and uploaded recorded lectures on college website.**

#### **Language Laboratory:**

**To facilitate the students who are greatly influenced in vernacular language and enable them to learn English communication skills, College has installed interactive software along with earphones for learning English Communication Skills. The Department of English regularly guides students to gain communication skills. This facility is made available at the Computer Laboratory.**

#### **Computing Equipments:**

**College has installed TALLY software and students are given ample scope to learn and practice so that they can get employable at different sectors those who aspire to get placement after their graduation. To facilitate BCA students, college also facilitated computing equipments i.e., Micro processor trainer kits.**

#### **Commerce Laboratory:**

To enrich the course curriculum, the Department of Commerce has established Commerce Lab with an intention to provide practical knowledge on banking, Insurance, Share market, guiding students to open DEMAT Account, etc and also facilitated some of the documents pertaining to banking operations.

### Seminar Hall:

College has Seminar Hall with ICT enabled with the seating capacity of 200 and utilized for the purpose of seminars, special lectures, conferences, etc. During the assessment period, college has facilitated conference hall which is optimally utilized by M.Com. students for different academic activities.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

**4.1.2 The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.**

#### Response:

College has policy to give 2% of weightage under Sports Quota who has highest achievements in Sports at the entry level of admission. The college has an experienced, qualified full time Physical Education Director who regularly motivates students to involve in any one of the sports activities i.e., Indoor or Outdoor games. College procures necessary sports equipment based on the suggestions of Sports Committee. The stock register is updated from time to time.

Following are the scope for Indoor and Outdoor games. The facilities for indoor games are chess, carom, table-tennis and out-door games i.e., Kabbaddi, Net ball, Kho Kho, Volley ball, Cricket, Discuss throw, Shot-put, Ball badminton, Netball.

Physical Education Director who is an expert in Volley Ball, regularly coaches students and promotes them to compete at various sports events held at different levels. Further, invites coaches of other sports so as to equip and prepare students before competing zonal, inter zonal and

**university level competitions.**

**During the pandemic circumstance, to motivate every students and staff of the college, Physical Education Director initiated special programme i.e., Yoga training through virtual mode. This has inspired most of the students and staff who could practice asanas of Yoga at home and encouraged every participants to be physically, mentally strong.**

**College has a policy in facilitating financial assistance for attending competitions at different levels and encouraged sports laurels to compete at different levels and college has good track record of achievements in Sports. During the last five years, good number of students participated in sports competitions at different levels. College has recorded 16 University Blues. Our students have achieved in Karate at national level,**

**Gymnasium:**

**College has 08 multi station gymnasium. Gymnasium hall also has the facilities i.e., Treadmill, Cycle, dumbles, bars, rollers, weight plates, bench press, etc. Physical Education Director coaches the students. The facilities are made available to students and staff between 4.00pm to 6.00pm. Physical Education Director maintains a separate attendance register.**

**Yoga:**

**Physical Education Director who is also qualified in Yoga courses gives demonstrative lectures to the students and staff on different asanas of Yoga. Every student and staff are enlightened about the health consciousness and the prominence of practice of Yoga on a regular basis which yield for better health and instill strong will power to become model citizen.**

**Cultural:**

**College has some of the equipments to promote cultural activities i.e., Yamaha Keyboard, Tabla, Harmonium, Guitar, Zallary, etc. To extract the hidden talents, creativity and innovations of the students, college encourages students to actively involved in Ethic Day, Cook without fire, drawing, rangoli, mehendi competitions, singing, mono acting, etc. College**

**has given ample scope to students to participate in different competitions at Youth Festival. Provided necessary costumes, coaching by experts to prepare them to participate competitions organized at different levels. College has good track record of achievements from our students in Youth Festival competitions. During the assessment period, college students have achieved RUNNERS UP for 04 times and one time CHAMPIONSHIP at Inter Collegiate Youth Festival.**

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

**4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

**Response:** 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 13

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View Document</a>

**4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

**Response:** 18.19

**4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
5.52394	7.71260	19.23629	36.07365	5.30885

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	<a href="#">View Document</a>
Upload audited utilization statements	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

### 4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

**The Central library has sufficient learning resources which include 26447. The college has spacious room with 100 seating capacity for reading purpose. Library is partially automated with all its subsystems like LAN connectivity and Wi-Fi.**

**The learning resources are augmented based on the suggestions of Library Committee. This has resulted in enhancing 2418 books. Subscribed 12 academic journals which are greatly helpful the advanced students and staff. Library is also enriched the competitive examinations related learning resources.**

**To encourage and promote students for optimum utilization of available learning resources at the Central Library, Librarian regularly conducts special programme i.e., Book Talk, Book Exhibition, N-List awareness programmes.**

**College also subscribed for INFLIBNET N-LIST and remote access provision is extended to students and staff.**

**Library Management Software system is incorporated with latest technologies that enables Library to serve its users more efficiently by Library software e-Lib with the version 16.2. The digitalization of the Library through e-Lib has resulted in the easy access of information. The software is regularly maintained by AARGEES Business Solution under AMC provision. Following are some of the features of e-Lib software –**

- **E-Lib support AACR-II cataloguing.**
- **The software support multilingual and barcode technology.**
- **The software helps for id cards for students and staff.**
- **Orbit scanner which scan the configuration barcodes of both faculty members and students**
- **Gives scope for readymade reports for the Library maintenance such as; academic year-wise purchases, subject wise purchase, class wise, unique title wise between academic year.**
- **Given scope for OPAC for students.**
- **Supports more than 10 lakh of Records**
- **Fully Integrated High Data Security**

**During the assessment period, college has facilitated a software i.e., Orbit Scanner - Movement Register with the version 2022.03. Every student is provided a smart card. While entering the library, he/she has to display their smart card which highlights student's name, class, id number, login time which is mandatory before entering the library and the same is also needs to be displayed while exiting the library. This keeps the track record of students overall usage of the library and also highlights maximum number of students entry into the library. This has enabled the librarian to identify the best library user and provide them BEST LIBRARY USER award which includes motivational books and pen.**

**College also facilitated digital library with its address <https://csiccdigitallibrary.in> This has given optimum scope for remote access provision for downloading e-learning resources based on course curriculum, competitive examinations related learning resources, communication skills, foreign languages, upcoming schedule of competitive examinations, etc.**

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional Information	<a href="#">View Document</a>

#### 4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

**Response:** A. Any 4 or more of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	<a href="#">View Document</a>

#### 4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

**Response:** 1.95

##### 4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
1.64192	2.13652	2.02972	2.36933	1.59060

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the last five years (Data Template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year****Response:** 12.46**4.2.4.1 Number of teachers and students using library per day over last one year****Response:** 125

<b>File Description</b>	<b>Document</b>
Details of library usage by teachers and students	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.3 IT Infrastructure****4.3.1 Institution frequently updates its IT facilities including Wi-Fi****Response:**

**College has provided necessary provisions for IT administration, hardware, software, networking, database management, electronic communication system, IT usage, cyber security and maintenance. Sufficient annual budget allocation is made for the creation and maintenance of IT infrastructure. The IT facilities are regularly updated based on demand. Following are some of the features for IT facilities -**

- The college Library is automated with e-LIB Software.**
- Library has the subscription of e-books and e-journals via INFLIBNET.**
- Provided 15 well configured desktops at Network Resource Centre for accessing e-learning resources.**
- Bulk SMS service to communicate with parents, staff and alumni.**
- Internet connectivity service is taken from BSNL with 200 mbps and JIO with 100 mbps. Provided facilities at staff room, IQAC, class rooms, Network Resource Centre, Office, Principal's chamber, Library, etc.**
- Most of the class rooms upgraded with ICT enabled.**

- **Facilitated digital library for remote access.**
- **Enhanced good number of CCTV surveillance cameras class rooms, laboratory, library, corridor, etc., for safety and security purposes. Principal monitors the overall activities through GPRS.**
- **To facilitate remote access, college has subscribed for INFLIBNET N-LIST and digital library. Librarian has trained students and staff to utilise the available resources.**

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

**Response:** 11:1

File Description	Document
Upload any additional information	<a href="#">View Document</a>

#### 4.3.3 Bandwidth of internet connection in the Institution

**Response:** A. 750 MBPS

File Description	Document
Upload any additional Information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

### 4.4 Maintenance of Campus Infrastructure

#### 4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

**Response:** 81.81

##### 4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
35.88429	63.64186	60.21094	69.16314	58.43277

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

**4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

**Response:**

**With the active support of our esteemed Management, the contribution of IQAC, college has framed prescribed policy documents for the monitoring and maintenance of infrastructure, greenery, IT facilities. This has helped the institution for the proper maintenance of physical and academic facilities.**

**Maintenance of Building:**

**College has framed Building Committee. The committee ensures the necessary facilities from time to time. The committee adheres to the standard operating procedures and plan the schedule of maintenance of physical infrastructure and campus facilities. Principal has autonomy to sanction financial requisition for the maintenance of infrastructural facilities and in the case of excess of financial requisition for the said purposes, Principal has to seek Management approval. College has entrusted the responsibilities to regularly monitor the overall maintenance of infrastructural facilities.**

**In addition to the regular maintenance of infrastructural and academic facilities, the Building Committee also entrusted the responsibility of getting the entire campus painted and major repairs be taken up at least once in 5 years. Based on the report of the Building Committee with regard to maintenance of the infrastructural facilities, Principal seeks the further financial approval from the Management. The college has to invite minimum of 3 quotations from different contractors for painting, renovation, repairing, construction of additional rooms, etc. After making**

**the comparative statements of the quotations, the lowest quotation is chosen for issuing the work order with necessary terms and conditions.**

### **Class Rooms:**

**The policy highlights that Administrative staff need to allocate the menial staff to keep every class rooms clean and neat. They have to sweep the class rooms, wipe out the green / black board, empty the dustbin and keep the class rooms conducive for creating learning atmosphere. This has to be monitored surprisingly by Administrative to ensure the assigned tasks are carried out with utmost dedications.**

### **Support Service Rooms:**

**The support service rooms i.e., ladies rest room, IQAC, Sports, Principal, Staff, Administrative Office, Management room, Examination Room, NSS, etc., which are available in the college premises needs to be monitored regularly by the Administrative staff for its regular maintenance and cleanliness.**

### **Maintenance of Furniture:**

**During the vacation, Administrative Staff have to invite competent expert to check the fitness of benches, chairs, tables, etc. In the case of the minimum repairs, Principal is empowered to sanction the financial provisions for the purpose. If the benches, tables, chairs are not in a fitness, in such situations, it has to be replaced and order for the new benches, chairs, etc.**

### **Maintenance of Equipments:**

#### **Generator:**

**College has 5KV capacity generator. The Administrative staff have to invite technician for the regular maintenance of the generator once in a month and keep the track record of the maintenance and authenticated by the Head of the Institution from time to time.**

#### **UPS :**

**The UPS is facilitated at office, Principal Chamber, IQAC, Computer Laboratory, seminar hall and hostel. The Administrative staff entrusted for the regular maintenance. Menial staff has to refill the distilled water once in a month and keep the record in log book and the same is endorsed by the office from time to time. During the warranty period, free maintenance of newly installed UPS and batteries been carried out by the supplier as per the terms and conditions from time to time. In the case of non function of any battery, the same has to be replaced with new one.**

#### **Solar Panel:**

**The regular maintenance of the same is to be carried out by the vendor for the longevity of the panel.**

#### **CCTV Surveillance Cameras:**

**For the purpose of security and safety, college has mounted CCTV surveillance cameras in all the statutory points, class rooms, corridor, support service rooms, library, hostel, etc. The supplier of the camera is entrusted to regularly check the overall effectiveness of the facilities atleast once in a month so as to have proper recording.**

#### **Fans and Lights:**

**The Administrative staff is empowered to invite electricians to repair non working fans, replace fans and lights, etc. Once in 03 month, the proper working conditions of fans, tube lights, etc., is to be checked by the electrician and make sure the proper supply of electricity wherever the points are set.**

#### **Reprography facilities:**

**Xerox facilities made available at Central Library. For the regular maintenance of the facility, expert need to be invited for regular check up and ensure the proper working conditions of the Xerox machine.**

#### **Computers and Printers:**

**For the regular maintenance of the systems including laptop, the entire responsibility is given to Computer Faculty. All the computers must be**

installed with current version of legal anti virus software. At the end of each semester, computer faculty has to purgethe files created by students in the computer laboratory, browsing centre, language laboratory so as to have proper storage capacity. With the help of menial staff, every desktop, monitor, printer need to be wiped with soft cloth. To eliminate the dust inside the computer lab, with the help of vacuum, the dust has to be suck regularly. For the smooth handling of the computers which are meant for students purpose, the Rules and Regulations of handling computer has to be placed at proper place where students attention can dragged easily. In the case of major repairs of any computer, with the consent of the Principal, Computer faculty can invite external expert for the purpose. Similarly, LCD projectors which are mounted in respective class rooms and seminar hall need to be regularly checked its working conditions and in the case of major repairs, the same is to be got it done through competent external expert on a priority basis.

#### **Purified drinking water facilities:**

The facilities which are made available in the campus and also at the ladies hostel, central library, which are to be regularly maintained and placed the candles atleast once in 02 months. The Administrative Office must keep track of the maintenance and report the same to the Principal and maintain the proper documentations accordingly.

#### **Greenery Initiatives:**

Gardener and Menial staff have to water to plants surrounded within the campus. Students have to be well communicated about the importance of trees and plants and inform them dire consequences in the case of any destruction of plants and trees.

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 61.18

##### 5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
858	548	174	615	689

#### File Description

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

#### Document

[View Document](#)

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 3.76

##### 5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
33	44	42	35	24

#### File Description

Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)

#### Document

[View Document](#)

**5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following**

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** B. 3 of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

**Response:** 23.82

**5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
223	248	240	131	278

File Description	Document
Number of students benefitted by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>

**5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** B. 3 of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

<b>5.2.1 Average percentage of placement of outgoing students during the last five years</b>				
<b>Response:</b> 10.34				
<b>5.2.1.1 Number of outgoing students placed year - wise during the last five years.</b>				
2020-21	2019-20	2018-19	2017-18	2016-17
46	13	39	22	36
File Description	Document			
Self attested list of students placed	<a href="#">View Document</a>			
Details of student placement during the last five years (Data Template)	<a href="#">View Document</a>			

<b>5.2.2 Average percentage of students progressing to higher education during the last five years</b>				
<b>Response:</b> 163.84				
<b>5.2.2.1 Number of outgoing student progression to higher education during last five years</b>				
Response: 521				
File Description	Document			
Upload supporting data for student/alumni	<a href="#">View Document</a>			
Details of student progression to higher education (Data Template)	<a href="#">View Document</a>			

<b>5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/</b>				
--	--	--	--	--

**Civil Services/State government examinations, etc.)****Response:** 21.33**5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
02	10	0	0	0

**5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
05	15	5	0	0

<b>File Description</b>	<b>Document</b>
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	<a href="#">View Document</a>

**5.3 Student Participation and Activities****5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.****Response:** 65**5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
01	09	18	18	19

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>

**5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)**

**Response:**

**Institution provides wide range of opportunity to the students to be a part of curricular, cocurricular, extra curricular activities and in different cells and union.**

**General Secretary:**

**One student who score highest track record of academic performance upto IV semester is selected as General Secretary. The GS role is involved in every activities of the college.**

**Sports Secretary:**

**College has remarkable and outstanding achievements in sports right from the inception of the Institution. College has given ample scope to sports students by providing and augmenting required sports equipment from time to time. To represent the Sports section, the Physical Education Director select 01 sports laurel who has good number of sports achievements upto IV semester and will represent as a Sports Secretary during V & VI semester.**

**Class Representative:**

**College has 06 division. Class representatives are chosen based on the highest score in the qualifying examination and previous semester end examination. Every class room is represented by boy and girl students as class representative. The suggestions and opinions of CRs with regard to cocurricular and extra curricular activities are implemented based on**

**priority.**

**Following are different cells / committees wherein student representative is actively involved –**

**Ladies Association:**

**To empower the girl students, college has Ladies' Association which focuses to conduct women empowerment and gender equity programmes. 02 girls are selected to this Association who achieve in elocution competitions conducted by the college.**

**Language Forum:**

**College conducts Elocution / Debate competition on the current topic. 02 students representatives are considered to this Forum those who perform efficiency in Elocution and Debate competition.**

**Debate Union**

**Selection on the basis of competition either in Debate or Elocution Can be from any class**

**Eco Club**

**Selection on the basis of competition either in Debate or Elocution.**

**Legal Aid Club**

**Selection on the basis of competition either in Debate or Elocution.**

**Information Science Forum**

**With the help of this Forum, college regularly conducts special programme on Information Technology. On the basis of merit from BCA. Final year student (student of the college for I and II year)**

**Commerce Planning Forum**

**On the basis of merit (results of I and III semester)**

**College Annual Magazine**

College regularly publishes “Hope” a Miscellany which contain the overall annual report of the college. College selects the student representation through the conduct of Essay competition.

### Music and Fine Arts

Outstanding merit in the field of Music and Fine Arts From any class (student of the College in previous years)

In addition to this, students are given opportunity to be part of the support service unit i.e., Electoral Literacy Club (SVEEP), Discipline Committee, Prevention of Sexual Harrassment Cell, NSS, Grievance Redressal Cell, YRC, Red Ribbon Club, Anti Ragging, Career Guidance and Placement Cell, etc.

During the installation ceremony of the Student Union, student representatives are enlightened about their role and responsibilities of respective committee. Oath taking ceremony is conducted during the inaugural of Sports and Cultural activities. The college also has given opportunity to compere different academic and cultural programmes.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

**5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**Response:** 38.8

**5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
24	52	37	38	43

File Description	Document
Report of the event	<a href="#">View Document</a>
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	<a href="#">View Document</a>

## 5.4 Alumni Engagement

**5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services**

**Response:**

**CSI College of Commerce came into existence in the year 1973 as the only college imparting commerce studies with 39 students and has over the years grown as an institution of excellence and credibility and as an institution that has been providing an admirable foundation and scope for an all-round development- curricular, co-curricular and extra-curricular. The college has over the years provided unstintingly to the academic needs of the students. The cardinal tenets of the college - 'Faith, Service, Growth'- have been imbibed by the students. Through its 49 years of sustained growth, the college has had hundreds of students who have gone out into the world outside and done brilliantly for themselves and in turn have upheld the values that the institution has instilled in them. The alumni of the college hold and have upheld the values of the instruction and have been an integral part in the growth and development of the College. Every student who steps out of the portals of their alma mater automatically becomes the member of the Alumni Association and have returned to the college time and again with joy and gratitude and a burden to give back to the college. They have been driven by a desire to contribute to the overall development of the college and its present students. The college has a Registered Alumni Association with its registration No.DRZ/Regd./235.The Alumni Association conducts its meeting once in every year and contribute their expertisation on various academic and institutional developmental issues.**

**Cash Prize instituted by Alumni Association**

**The Alumni has sponsored a few awards for excellent performance in academics and sports. Some of the awards are as follows:**

- 1. Association Award for highest scorer in B. Com I including languages and top scorer in B. Com III cash prize of Rs. 500/- each instituted in 2010-11.**
- 2. Shri. Basvaraj Bikkannavar, President of Alumni Association cash prize of Rs. 500/- each to boy and girl sports champion.**
- 3. Late. R. S. Bangera Memorial Cash prize of Rs. 5,000/- for the highest scorer in B. Com Final year for perusing Higher Education instituted by the 1977-78.**
- 4. Late. R. S. Bangera Memorial Cash prize of Rs. 5,000/- for the highest scorer in B. Com Final year for perusing Higher Education instituted by the 1977-78 was enhanced to 10,000/-**
- 5. Batch of 1978 instituted a new cash prize - Late. R.S. Bangera Memorial Cash Prize of Rs. 5,000/- to encourage top performer in the sports activities.**
- 6. Cash prize of Rs. 5,000/- for the highest scorer in Economics in B. Com Final Year (B. Com V and VI semester) instituted by Mr. Narasimha Joshi of 1991-92 batch.**

**Alumni Association contribution during the assessment period:**

<b>Sl. No</b>	<b>Date</b>	<b>Particulars of the Event</b>	<b>Participants</b>
<b>1.</b>	<b>15.07.2022</b>	<b>Inter-Collegiate Book Talk Contest in Kannada and English</b>	<b>44</b>
<b>2.</b>	<b>12.07.2021</b>	<b>State Level Online Short Story Writing Contest in Kannada and English for UG and PG students.</b>	<b>66</b>
<b>3.</b>	<b>20.01 2020</b>	<b>Certificate Course in Practical Accounting for M. Com IV Semester</b>	
<b>4.</b>	<b>13.02.2021</b>	<b>Executive Committee Meeting</b>	<b>15</b>

5.	29.02. 2020	State Level Debate Competition	80
6.	01.07.2019	Valedictory of Add-On Course in Practical Accounting	
7.	06.03.2019	Add-On Course for B. Com Final year students on Practical Accounting	50
8.	19.01.2019	Felicitation programme for the Hon'ble Justice of High Court Shri P. G. Mutalik Patil	46
9.	20.09.2018	Executive Committee Meeting	20
10.	3-4, March 2017	State Level Commerce Fest 'Titiksha- 2017'	124

File Description	Document
Upload any additional information	<a href="#">View Document</a>

#### 5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: A. ? 5 Lakhs

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

The Institution is managed by Church of South India, Karnataka Northern Diocese, Basel Mission Higher Education Centre (CSI., KND., B.M.H.E.C). CSI College of Commerce was established in the year 1973 with the students enrollment of 39 students and has become one of the premier Institution in providing quality education for commerce and the demand ratio of the students increasing year by year and now the demand ratio reaching at 1:5.

Vision statement of the Institution –

*Inspired by the love and teachings of Jesus Christ. Our temple of learning aims at producing intellectually well-trained, morally upright, socially committed, spiritually inspired men and women for the nation in the contemporary scenario.*

The vision statement defines institutionary characters in the following ways:

- The institution runs B.Com Course which is socially relevant and industry friendly. The emphasis on quality education has helped thousands of students till now.
- BCA Course (self-financed) run by the college for more than a decade which is a shining example for its contribution to the society around it.

To fulfill the demands of the students college has introduced M.Com. during the assessment period.

Our Mission is –

*“To achieve the vision through an orchestrated, institutionalized and*

*synergies Institutional process, pooling the resources human and otherwise of all the stakeholders concerned”.*

### **Goals and Objectives:**

*To motivate students through exposures and experiences to achieve their goals with maximum competency and excellence in all their endeavours with global standards.*

*To provide opportunities to assimilate the knowledge and interpret it critically and creatively to become beacons for the society around them.*

*To develop qualities of ideal citizenship with awareness of civic responsibilities and to provide experiences to indicate moral and spiritual values.*

*To facilitate guidance and counselling in matters relating to personal life, career and social living. We try to achieve our objectives through the dedicated efforts of our faculty, administrative staff and supportive management. The college plans and executes all its academic and administrative reforms in tune with the vision and mission statements of the college.*

**The institution follows an effective and balanced system with curricular, co-curricular and extra-curricular programmes. The academic design is based on enhancing and empowering the knowledge of students.**

**The institution is committed to serve the society by upholding and providing education to all the communities as a service to mankind.**

**The institution adopts learner-centric approach, use of modern teaching-learning aids and application of ICT resources to make the curriculum more interesting and facilitate effective learning.**

**The institution promotes research culture and development of faculty for quality enhancement.**

**The institution has developed a mechanism for promoting participation in community services through various programmes to inculcate social responsibility among the student community.**

**The institution has mechanism to involve students in various cultural and sports activities in order to bring about their holistic personality development.**

**The institutions ultimate aim is to contribute to nation building and skill development of students and to elevate the institution to greater heights.**

**For the overall development of the students career prospects, college gets the guidance, support from the esteemed Management.**

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

**6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management**

**Response:**

**For the smooth functioning of curricular, cocurricular and extra curricular activities college has both Decentralisation and Participative management. Every staff of the college is entrusted with specific responsibilities based on their experience and expertisation. College follows its footprint in its academic and administrative tasks through the various committees. Important policy-making decisions are taken by the committees and supporting bodies of the college. This comprehensive approach promotes an environment of unity and mutual respect which ensure the smooth functioning and growth of the institution. The college promotes various opportunity to all participation in the decision-making process, the college administrative and academic structure is in a manner to make the decision by participative arrangement. Principal is academic head, followed by departmental heads and followed by teaching and non teaching staff. The Vision is – “Intend to produce intellectually well-trained, morally upright, socially committed, spiritually inspired men and women for the nation in the contemporary scenario”. Our Mission is – “To achieve the vision through an orchestrated, institutionalised, and synergized institution process, pooling the resources – human and otherwise of all the stakeholders concerned”.**

**The vision statement defines institutional characters in the following ways:**

- **The institution runs B.Com Course which is periodically updated by the BoS, Karnatak University compatible to socially relevant and industry friendly. The emphasis on quality education has helped thousands of students till now.**
- **To motivate students through exposures and experiences to achieve their goals with maximum competency and excellence in all their endeavours with global standards. To provide opportunities to assimilate the knowledge and interpret it critically and creatively to become beacons for the society around them.**
- **To develop qualities of ideal citizenship with awareness of civic responsibilities and to provide experiences to indicate moral and spiritual values.**
- **To facilitate guidance and counselling in matters relating to personal life, career and social living. We try to achieve our objectives through the dedicated efforts of our faculty, administrative staff and supportive management. The college plans and executes all its academic and administrative reforms in tune with the vision and mission statements of the college.**
- **The institution follows an effective and balanced system with curricular, co-curricular and extra-curricular programmes. The academic design is based on enhancing and empowering the knowledge of students.**
- **The institution is committed to serve the society by upholding and providing education to all the communities as a service to mankind.**
- **The institution adopts learner-centric approach, use of modern teaching-learning aids and application of ICT resources to make the curriculum more interesting and facilitate effective learning.**
- **The institution promotes research culture and development of faculty for quality enhancement.**

- **The institution has developed a mechanism for promoting participation in community services through various programmes to inculcate social responsibility among the student community.**
- **The institution has mechanism to involve students in various cultural and sports activities in order to bring about their holistic personality development.**
- **The institutions ultimate aim is to contribute to nation building and skill development of students and to elevate the institution to greater heights.**

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

**Following are the implementation of plans during the year –**

- **Introduced M.Com. in 2016-17.**
- **Proposal forwarded to the Department for seeking permission for recruitment of vacant teaching post.**
- **Recruited 07 Management full time faculty and 03 non teaching staff against the sanctioned posts**
- **Steel fencing on first floor for security and safety.**
- **Constructed 02 additional class rooms, renovated old class room and 01 conference hall.**
- **Water proofing for the maintenance of building.**
- **Installed 3000 litre capacity purified drinking water plant.**

- **Enhanced 17 additional HD CCTV surveillance cameras.**
- **Purchased furniture and fixtures for the M.Com. section.**
- **Mounted remaining 06 class rooms with LCD projector and internet connectivity.**
- **Replaced black board with green board at 06 class rooms and 02 white boards.**
- **Added 03 electronic lectrons.**
- **Purchased moveable interactive board.**
- **Purchased 20 additional desktops and 02 laptops.**
- **Established English language lab and Commerce lab.**
- **Upgraded library automation and purchased orbit scanner, ID card printer DT1000.**
- **Subscribed additional academic journals i.e., International Journal of Financial Management, International Journal of Marketing and Business Communication, Journal of Strategic Human Resource Management, Journal of Entrepreneurship & Management, Journal of Rural and Industrial Development.**
- **Purchased 3 units of 3.5KV /158Ah x 4 batteries with 06 hour backup, facilitated at central library, M.Com. section and Principal chamber for CCTV recording system.**
- **Established digital library for remote access of learning resources.**
- **Subscribed for INFLIBNET N-List.**
- **Replaced old reprography with brand new one with high scanner for central library.**
- **Purchased new reprography for Office Administration.**
- **Purchased computer server, for the central library.**
- **Replaced unconditional printers and purchased 03 laser printer with**

scanner.

- **Purchased 01 pentab (Digital graphic drawing pen) exclusively for M.Com. section.**
- **Conducted State level a workshop on “NAAC revised manual for SSR”.**
- **Conducted FDP on “Documentation for SSR”.**
- **Installed water level controller unit.**
- **Installed Fire Wall for network security.**
- **Established 03 MoUs with competent agencies for the purpose of career guidance and soft skills.**
- **Conducted Coaching Classes for competitive examinations and PGET continuously during the last five years.**
- **Conducted a special programme on “Effective use of online platform”.**
- **Conducted a webinar on “Capital Market Awareness programme” in association with Bombay Stock Exchange.**
- **Conducted a Life Skill Training programme on both online and offline in association with NIMHANS, Bengaluru and Yuva Spandana, Dharwad.**
- **Conducted online value added course on, “Elementary Mathematics and preparation of Competitive Examination”.**
- **Conducted series of competitions on the occasion of Azadika Amrut Mahotsav.**
- **In programme “Elevate – Skill within your reach”. • Conducted different competitions i.e., R.S. Bangera Memorial Elocution, State level COMM- Eco COVID-19 quiz.**
- **Webinar on Banking Finance and Insurance.**

- **On the occasion of world environment day, college has conducted a competition on “Selfie with Nature”. · Organised a programme on LINUX for BCA students.**
- **In association with KIMS, Govt.of Karnataka, Hubballi conducted blood grouping and blood donation camp.**
- **Conducted UDAN – Take Off an Induction programme.**
- **In association with Shine Project a webinar on Stock Market being organized.**
- **Organised one day webinar on “Digital Marketing Opportunities” in collaboration with Chetan Business School, Hubballi.**
- **In collaboration with the Department of Economics, Anjuman Arts and Commerce College, Dharwad conducted national level webinar on, “World Population day” conducted national librarian day.**

6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.

Response:

**Our Institution is managed and is administered by the Basel Mission Higher Education Centre, Dharwad. Hon’ble Bishop of Karnataka Northern Diocese is the President of the higher education Institutions. The Governing Board is the apex body with regard to the matters in policy making. Governing body regularly visit the Institution, overview the overall functioning of the Institution. The President and Governing body of the BMHEC regularly visit the Institution and motivate every staff of the college and inspire them to shoulder the assigned responsibilities with utmost dedication and strong commitment. As and when the proposal for augmentation of infrastructural sent by the Principal to the esteemed Management. Our esteemed Management approve the proposal based on priority and also provide matching financial support for the augmentation of infrastructural facilities. Our esteemed Management do provide the**

**resolution with regard to the promotional benefit due to any staff on a priority basis.**

**Teaching – learning – Evaluation process.**

- **Competency building through practical & theoretical orientation towards regular classes.**
- **Efficient forms of Internal Assessment and Evaluation system.**
- **Student Centric pedagogies.**
- **Need based remedies for all students.**
- **Regular counseling.**

**Intellectual Resources Development –**

- **Encourage all faculty members to undertake research activities.**
- **Regular in house Faculty Development Programs are regularly conducted.**

**Procedural Policy for Recruitment:**

1. **The qualified and competent temporary teaching staff to be recruited against the sanctioned post till the government gives permission to recruit permanent post.**
2. **Management has empowered Principal to recruit qualified and competent teachers against the introduction of unaided subjects, excess of workload, etc.**

**College employees carry out this commitment by:**

1. **Lawfully administering all employment policies;**
2. **Addressing and not tolerating unlawful harassment in the workplace;**

3. **Addressing and not tolerating unprofessional conduct in the workplace.**
4. **Making all employment decisions consistent with the principles underlying equal employment opportunity.**

**Staff Secretary:** The Staff Secretary do take appropriate measures for the implementation of strategic plan, who also takes major decisions regarding the day-to-day administrative affairs of the college. **Committees and Cells:** The administration of the college is supported by a number of committees and cells like, IQAC Committee, Discipline, Library, Sports, Career Guidance and Placement, Ladies Association, Eco Club, Legal Aid Club, Information Science Forum, Language Forum, Debate Union, Examination Committee, Commerce and Planning Forum, Music and Fine Arts, Hope Miscellany, Grievance Redressal Cell, Anti Ragging, Prevention of Sexual Harrassment Cell. Principal earmark necessary financial provisions to conduct the activities of different committees functional in the institution. **Recruitment** The vacancy arising due to retirement, death, introduction of unaided subject, excess of workload, our esteemed Management provides qualified and competent human resources for the smooth functioning of the college. Vacancies are reported to the Collegiate Education Department , Government of Karnataka and avail concurrence. **Service Rules** In addition to the code of conduct of KCSR, every staff of the college is bound to follow the Management guidelines. Management provides No Objection Certificate in the case of travel to any foreign country and also encourage every faculty members to pursue higher education leading to Ph.D.

File Description	Document
Link to Organogram of the Institution webpage	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** C. 2 of the above

<b>File Description</b>	<b>Document</b>
Screen shots of user interfaces	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation, Administration etc	<a href="#">View Document</a>

### 6.3 Faculty Empowerment Strategies

#### 6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

**Response:**

**College has good number of welfare measures for both teaching and non teaching staff.**

#### **TEACHING :**

- **Management provides its resolution to the staff who are due for promotional benefit on priority basis.**
- **Incremental benefit from time to time.**
- **Retention of Management recruited staff based on their efficiency and proficiency.**
- **Provident Fund and ESI provision for Management staff.**
- **OOD facility for attending professional training programme.**
- **Financial assistance for attending seminars, conferences, workshops and membership fees for professional body.**
- **Well configured computer, stationery and internet facility at the staff room.**
- **Tea and snacks during working day.**
- **Purified drinking water facility.**
- **Separate wash room for male and female staff.**
- **Separate room for senior staff.**

- **Loan facility at the least rate of interest from the Employees Cooperative Society.**
- **Reimbursement of cash in the case of purchase of books by respective faculty members.**
- **Most of the class rooms upgraded with ICT enabled and regular training to the faculty on advanced mode of teaching.**
- **Procurement of academic journals based on the recommendations of respective faculty members.**
- **Separate spacious staff room for B.Com., M.Com and BCA.**
- **Well configured computer with inbuilt camera, earphone, software for recording the lectures.**
- **To inculcate the research culture among faculty members, regularly invites academicians, professionals, entrepreneurs to deliver special lecture and interaction.**
- **Conducts moon light dinner programme as a mark of recreational activity.**
- **Established MoU with Centre for Multi Disciplinary Research Centre for the purpose of inculcating research culture among staff and students.**
- **Established collaborative activities on Faculty Exchange.**
- **Staff are permitted to collaborate with neighbouring Institutions to enrich the profession and career prospects.**
- **Honour and felicitation to staff who achieve academic excellence.**
- **Financial assistance for attending professional training programmes.**
- **To ease the excess of workload to the staff, Management provides adhoc arrangement of full time qualified teachers.**
- **Financial provisions for conduct of cocurricular and extra curricular activities.**

- **Substitute arrangement of temporary staff in the case of long leave due to health issues.**
- **Maternity and paternity leave to management recruited staff.**
- **Tea provision during Internal Tests and supervision of semester end examination.**
- **Additional remuneration for extra assignment, internal test supervision to management recruited staff.**

#### **NON TEACHING :**

- **Conducive atmosphere and established belongingness of the Institution.**
- **Incremental benefit from time to time.**
- **Promotional scope to management recruited staff.**
- **Retention of Management recruited staff.**
- **Provident Fund and ESI provision for Management staff.**
- **Seat provision for B.Com., M.Com. and BCA with concessional fees.**
- **Professional training by external expert.**
- **Upgraded computer and installed with necessary office automation software.**
- **OOD facility for attending professional training.**
- **Loan facility at the least rate of interest from the Employees Cooperative Society.**
- **Time tea and snack provision by the college during working hours.**
- **Financial support to the menial staff in the case of ill-health and any other genuine cases.**
- **Chit benefit where staff could get zero percent loan.**

- **Additional remuneration during extra work, internal tests.**

**College has good number of welfare measures. Both teaching and non teaching staff including management recruited staff collectively work with utmost dedications and commitment. The infrastructure available in the college and equally the value based staff working in the institution, attracted neighbouring college staff to utilize the available resources.**

### **6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**

**Response:** 37.91

#### **6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
11	08	05	01	01

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	<a href="#">View Document</a>

### **6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**

**Response:** 0.8

#### **6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
02	0	0	01	01

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	<a href="#">View Document</a>

#### 6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).

Response: 7.47

##### 6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
02	00	00	02	01

File Description	Document
Upload any additional information	<a href="#">View Document</a>
IQAC report summary	<a href="#">View Document</a>
Details of teachers attending professional development programmes during the last five years	<a href="#">View Document</a>

#### 6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff

Response:

**With able leadership of Principal, college facilitates the professional growth, curricular development and encourages faculty members to enrich the knowledge, skills and assessment technique by implementing an effective Performance Appraisal System. This system ensure the quality of educational performance and maintained its objective of improving academic, curricular activities and administrative standards. Teacher's Diary given to each faculty at the commencement of every academic year to record their day to day engagements. All details pertaining to lesson plans, tests, assignments, projects, mentoring, tutoring, remedial classes, leave**

taken etc. are recorded. Teachers are also instructed to submit conspectus every semester to ensure a time bound implementation of the Academic Plan in semesters proposed at the beginning of the academic year. Faculty members are also evaluated on the basis of various responsibilities entrusted on them. Feedback on teacher by the students, is collected by the Principal and IQAC monitors the feedback mechanism in the college.

In each semester of every academic year before the completion of last working day the students are given proforma to evaluate their teachers on the basis of their performance. The students can assess the teachers on the following criteria: Regularity in conducting the classes, punctuality, subject presentation for the class, presentation skills, methodology used, interest generated in the subject, interactions, accessibility to teacher, classroom communication skills, role as mentor, effective completion of syllabus in time, subject knowledge and the use of ICT in teaching learning process. The IQAC does feedback evaluation in consolidated form about a particular teacher if necessary suggests corrective measures to teachers.

#### **Non-teaching Evaluation by Management and Teaching Staff:**

The IQAC and Principal evaluate nonteaching staff every year through a performance appraisal system designed by IQAC. The Principal monitors the performance of nonteaching staff and gives them continuous feedback. IQAC designs Peer Evaluation to provide feedback to peers about their academic performance. Peer Evaluation helps faculty members to improve their teaching. It is a collaborative process in which the faculty works closely with a colleague or group of colleagues to discuss his or her teaching. All teachers have to submit the duly filled proforma of the Performance based Appraisal System and number of classes taken at the end for every semester for the academic year. They suggest corrective measures and mark the areas for improvement. The Principal submits a Confidential Report about teachers to the Management Board on an annual basis. The Management Board makes detailed evaluation of those reports and provide encouragement, suggestions for improvement and corrective measures to be taken in particular department.

This procedures enabled the Institution to identify the efficiency and proficiency of staff for the retention of management staff, incremental

**benefit and promotional benefit to the staff. During the assessment period, 02 faculty members are the beneficiaries in getting promotional benefit from Assistant Professor to Associate Professor.**

## **6.4 Financial Management and Resource Mobilization**

### **6.4.1 Institution conducts internal and external financial audits regularly**

**Response:**

**Financial transaction of the Institution is very much transparent. The Principal ensures the effective utilisation of financial resources through proper auditing mechanisms. Internal Audit: The administrative staff who is qualified in B.Com. and has a thorough knowledge of accounting procedures, do update the cash book, ledgers and keeps every vouchers, bills properly. For further transparency of the financial transaction, college has facilitated with Tally ERP software. This process has helped the external auditor to prepare the balance sheet comfortably. All financial accounts/matters of the college are audited by M/s. Udupa, a renowned Chartered Accountant.**

### **6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)**

**Response: 0**

**6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	<a href="#">View Document</a>

#### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

**College ensures utilisation of financial resources and funds for various quality enhancement activities and academic development considering college ability to mobilise the resources. The main source of funding for the college are, fees collected from the students and the funds released from Government Agencies. Wide scope is given to generate funds by Government funds, teaching learning process and to develop research activities. In addition to this, the resources are optimally mobilised from Government, UGC, Alumni association.**

#### **Resource Mobilization Policy and Procedure-**

**As college collects no donation from students, it depends financial assistance for infrastructural development, enhancement of learning resources, etc., from the funding agencies. During the conduct of seminars, conferences, etc., the IQAC prepares overall budget and seeks the shortage of financial assistance from Alumni Associations, esteemed Management and well wishers of the Institution.**

#### **Optimal Utilisation of Resources:**

**Funds availed from the government sources are used for developmental activities, academic resources such as procurement of books, journals and infrastructural development which includes labs, equipment, sports facilities, building, etc. State government funds are promptly availed for the activities like; workshop, seminars and conferences, green initiatives of the college, extension activities, internal and external mentoring of selected students and for the activities of various committees / cells. The Alumni funds and other contributions are effectively utilized for the cocurricular and extra curricular activities. Financial Assistance by the Management include financing for the construction of buildings and other infrastructure**

developments, salary to Management recruited staff, scholarships for needy students, etc.

Sufficient funds are utilized for the upgradation of library automation, procurement of additional books, academic journals and overall development of Library. Budgetary allocation is provided for teaching and learning processes for curricular, cocurricular and extra curricular activities such as conducting FDPs, Seminars, Workshops, Guest Lectures and Orientation Programmes. Available funds are optimally utilized for the development of infrastructure of the Institution based on priority. For every purchase the quotations are invited from registered firms and the lowest quotation is placed for order. Financial assistance is given to staff and students to enhance research and publications. Funds are granted for scholarships for the welfare of the students. Accounts are maintained by the Accountant and the Principal is regularly keeps track record of financial transactions from time to time.

## **6.5 Internal Quality Assurance System**

**6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes**

**Response:**

**The IQAC has strived its best to initiate quality measures by conducting regular meetings. Following are some of the strategies adopted by the Institution for enhancement of quality in all aspects –**

**Admission Committee:**

**The committee is entrusted to follow the norms of competent authority and guidelines of Karnatak University with regard to admission process. As college has the demand ratio of 1:5 for B.Com., the Admission Committee prepares merit list and also follows reservation policy for reserved category. However, due to the pandemic circumstances during the year, the Admission Committee empowered to take the admission on first come first serve basis and priority is given to local students.**

## **Industry Interaction / Collaboration :**

To enrich the course curriculum, the Department of Computer Application invited external expert to train students on different skills for the preparation of project report. Similarly, M.Com. students are also guided for the preparation of project report by experts and professionals. With the resolution of IQAC, implemented the Skill Enhancement course in association with Deshpande Foundation, Hubballi. Conducted a webinar on “Financial Education Investment Awareness” in collaboration with Bombay Stock Exchange. Conducted a webinar on, ‘Stock Market’ in association with Shine Project, Hyderabad. During the assessment period, college has conducted Faculty Exchange Programmes in collaboration with Chetana Business School, Akkihal College and Anjuman Arts, Science and Commerce & PG Centre, Dharwad. To inculcate the research culture among staff and students, college has made MoU with Centre for Multi Disciplinary Research Centre, Dharwad. With the help of this centre, college has conducted special lectures.

## **Human Resource Management:**

During pandemic circumstance, IQAC initiated to conduct Testing camp and vaccination drive to all the staff and Principal has instilled the confidence among every staff and students of the college by facilitating virtual demonstrative physical exercises with the support of Physical Education Director with the title “Stay Home Stay Fit”. Provided masks and sanitizers to every staff of the college and placed the sanitizer units at strategic places of the college. Motivated every faculty members to engage the classes through virtual mode using ZOOM App, TeachMint, etc.

Conducted two day FDP on “Effective use of ZOOM App, Google Class” and one day programme on “Preparation of SSR and its documents”. College has procured orbit scanner unit. Librarian has installed digital library for remote access of learning resources.

## **Teaching and Learning :**

To enhance the creativity among faculty members, college has procured interactive board and all the faculty members are trained to operate the

same. Some of the faculty members created their own YouTube channel and uploaded the necessary learning materials and recorded lectures during the pandemic. College has facilitated a separate room with well configured computers installed with recording software, inbuilt camera, earphone for the purpose of recording the lectures. Most of the faculty members utilized the opportunity to register in virtual mode of professional training / FDP conducted by competent agencies.

In addition to the above, with the recommendations of IQAC, college has conducted special lectures on IPR, soft skill training, etc., and also college has established English language laboratory and commerce laboratory. These facility has helped good number of students to gain language efficiency and also course enrichment activities in commerce laboratory.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )

Response:

The IQAC reviews Teaching – Learning process, structure and methodology of operation and learning practiced in the institution are reviewed at periodic intervals. The IQAC actively involved in overall quality enhancement of the institution from time to time.

Following are the regular activities of the IQAC –

Feedback on course curriculum :

The IQAC has structured the questionnaire of feedback on course curriculum. Collected the feedback on course curriculum from students and alumni at the end of even semester. The collected feedback are analysed using tools from MS-Excel and short list the suggestions and recommendations reflected in respective feedback forms and the same is communicated to the Principal for further implementations and If the majority of the stakeholders highlighted their suggestions for further

**revision / modification of course curriculum, Principal communicates the same to the BoS of concerned department of Karnatak University.**

### **Student Satisfactory Survey :**

**To strengthen and facilitate teaching learning processes, IQAC educate every students about the prominence of responding SSS. This process has given clear direction to the Institution to further enhancement of learning resources and other facilities for effective teaching learning processes. Further, following are the implementation based on the resolutions of IQAC –**

- Procurement of Interactive Board. Procurement of Orbit scanner for Central Library.**
- Trained the faculty members to adopt the current trend of teaching processes using ZOOM App, Teach Mint, Google class. During the year, recorded 33 outgoing students got placed at different sectors.**
- Established MoU with Deshpande Foundation, Hubballi for the purpose of Career Guidance.**
- Introduced value added course on “Elementary Mathematics in Arithmetic and Reasoning Skills” through virtual mode. This specific programme helped 21 students and enabled them to crack PGET for seeking admission for M.Com, MCA and MBA.**

### **Result Analysis :**

**To identify the learning levels of the students, IQAC regularly reviews the marks scored in internal tests and semester end result. This process has helped the Institution to conduct remedial classes for slow learners and facilitate necessary learning resources to average and advanced learners.**

### **Post Accreditation Incremental Improvement:**

- **Established PG course in M.Com. in the year 2016-17.**
- **Introduced 05 certificate and 02 value added courses.**
- **Construction of additional 02 class rooms and renovated 01 class rooms.**
- **Constructed mini conference hall.**
- **Purchased additional furniture and fixtures.**
- **Enhanced internet speed and facilitated wi fi for entire campus.**
- **Installed purified drinking water plant.**
- **Recruited 07 management full time teachers against sanctioned post.**
- **Conducted special training to BCA and M.Com. students for the preparation of Project Report.**
- **Established English and Commerce laboratories.**
- **Augmented 20 well configured desktops.**
- **Facilitated a separate computer in built with camera, necessary software for recording the lectures.**
- **01 faculty member conferred with Ph.D. and 01 is registered for Ph.D.**
- **Constructed a separate shed for generator plant.**
- **Installed water leveling censor.**
- **Earmarked financial provisions for attending seminars, conferences and workshops.**
- **College has established MoU with Deshpande Foundation, Hubballi a renowned and reputed NGO.**
- **College has established MoUs with Institutions i.e., Anjuman Arts, Science & Commerce, Dharwad, Akkihal College, Dharwad and Chetana Business School, Hubballi for Faculty Exchange programmes.**

- **College also established MoUs with Shakti Investments, Dharwad, CAVE – Coaching Centre for Competitive Examinations.**
- **Conducted 10 seminars / workshops at different level.**
- **Faculty members have published more than 45 research articles, books, chapters edited during the assessment period.**
- **College has received recognition and award from competent authorities for good number of extension activities carried out by the college.**
- **Added 03 more MoUs with recognized institutions for the purpose of career guidance and skill based training.**
- **The demand ratio for BCA is increased during the assessment period.**
- **Updated remaining 06 class rooms with ICT enabled. College has 100% ICT enabled class rooms.**
- **Library is upgraded with Digital web library for remote access.**
- **Subscribed 05 academic journals for average and advanced students.**
- **College has introduced institutional scholarship Student Aid Fund for economically weaker section.**
- **Upgraded and updated existing computers.**
- **Established a separate room for medical check up.**
- **Recorded 01 time championship and 03 time Runners Up in Cultural Events at University level.**
- **Published Bi-monthly CSI Bulletin.**
- **Conducted quality audit (Green, Environment and Energy Audit) from competent agency.**
- **Deputed some of the sports laurels to participate at national and international sports competitions.**
- **Augmented additional CCTV surveillance cameras for safety and**

**security purpose.**

- **Conducted coaching classes for competitive examinations i.e., KSET / NET, PGET, etc.**
- **Promoted 02 faculty members from Assistant Professor to Associate Professor as per guidelines.**
- **Established HELP DESK for online admission process introduced by the Department of Collegiate Education, Govt.of Karnataka.**
- **Recognized Institution in identifying updated and upgraded computer laboratory by the Department of Collegiate Education, Govt.of Karnataka and majority of the colleges under its jurisdiction utilised the resources for HRMS, pay fixation, etc.**

**6.5.3 Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**Response:** B. 3 of the above

<b>File Description</b>	<b>Document</b>
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Upload details of Quality assurance initiatives of the institution	<a href="#">View Document</a>

## **Criterion 7 - Institutional Values and Best Practices**

### **7.1 Institutional Values and Social Responsibilities**

**7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.**

**Response:**

**The college works towards providing gender equity and sensitization to all its students, faculty and staff irrespective of their gender, caste, creed or language. Equal opportunity is provided to all students to hone their skills and participate in all curricular and co-curricular activities. While girls are encouraged and provided a platform to showcase their talents and hone their managerial skills, the lady faculty too shoulder responsibilities on par with their men colleagues. The unique work culture, healthy practices and strong rooted tradition and ethos of the college has attracted good number of girl students ranging to 64% of the total intake and workforce of 49% women staff.**

**The Ladies Association of the college conducts various competitions and awareness programs for the girl students. Care is taken to provide a congenial and secure atmosphere for girls to blossom and achieve their potentialities. Safety and security along with the well-being of the students, faculty and staff is the prime concern of the institution. Gender sensitivity is an inherent value of the Institution as is evident by the following facilities.**

#### **1.Safety and security**

- Well-trained security guards across the campus 24X7**
- ID cards compulsory for students**
- Restricted entry into the campus**
- CCTV placed at strategic places**
- Strict implementation of Anti-ragging and prevention of sexual harassment cell as per guidelines.**

- **The Institution is preferred destination of parents of girl child as evident in the admission.**

## **Counselling**

- **Formal and informal counselling for both male and female students (FPAI)**
- **Grievance Redressal Cell for both students and staff**
- **Internal Complaint Cell**
- **Career Guidance and Counselling Cell**
- **Orientation programs for both students and faculty**
- **Medical Counselling**
- **Dental Counselling**
- **Health and hygiene**
- **Women Rights**
- **Entrance exam counselling**

**During the assessment period, college has deputed one of the faculty for training at NIMHANS , Bengaluru for Skill Development Program- Stress Management.**

## **Common room**

**There is a separate common room for girls with adequate facilities for them to relax. Facilities include**

- **Snack counter**
- **Wash room facilities**
- **Drinking water**
- **Newspapers and Magazines**

- **Sanitary pad dispenser**

### **Any other relevant information**

**To ensure gender equity, girl students are given priority to shoulder responsibilities in the Student Union. In fact, the General Secretary of the College for the past five years has been a girl. Girl students also head key portfolios of various Associations and Clubs of the Student Union as student representatives. They not only imbibe democratic values, but also managerial and organizational skills with leadership qualities. Girl students also play a prominent role in our NSS Unit. A lady is the Program Officer of the NSS Unit .We have a functional Ladies Association where girls are provided a platform to showcase their inherent talent. College also has prepared gender audit. The same is made available on college website.**

**During the assessment period, in association with Ladies Association, college has conducted good number of gender equity programmes. Invited Skin Care specialists, Sitting High Court Judge, Additional Advocate General, Human Right Activist, Family Planning Associations, etc.**

**Conducted Gender Audit Report and the same is made available on college website :**

**<https://csicc.in/sites/default/files/Gender%20Audit.pdf>**

<b>File Description</b>	<b>Document</b>
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>
Link for annual gender sensitization action plan	<a href="#">View Document</a>

### **7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures**

- 1.Solar energy**
- 2.Biogas plant**

3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

**Response:** B. 3 of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)**

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

**Response:**

### **Solid waste management**

**The college is very conscious about its waste management. The degradable and non-degradable waste is collected separately. All corridors are provided with dustbins. The waste is collected at the end of the day and stored for disposal in the morning and given to the municipal corporation waste collection van every working days.**

**The Eco-club of the College conducts awareness programs on the hazards of plastic usage and alternate ways wherein use of plastic can be minimized. Dried leaves from the garden is used for compost, the bins for which is installed in the garden and the manure is used for the garden.**

### **Liquid waste management**

**The liquid waste generated in the campus is piped out through municipal pipelines for safe disposal.**

### **E-waste management**

**The college has an MoU with Canaan Systems, Dharwad, who in turn are**

**certified E-waste managers. Electronic devices that have lost their validity and functioning over the period of time with not only wear and tear, but also advancement in technology are carefully examined and handed over to our E-waste managers.**

**A budget is allocated for the maintain and upgrade the system. AMC is maintained to review the functioning of the CPU's and Monitors. The recommendation is followed. Cartridges are refilled to reduce carbon print. UPS batteries are recharged with distilled water regularly.**

#### **7.1.4 Water conservation facilities available in the Institution:**

- 1. Rain water harvesting**
- 2. Borewell /Open well recharge**
- 3. Construction of tanks and bunds**
- 4. Waste water recycling**
- 5. Maintenance of water bodies and distribution system in the campus**

**Response:** A. Any 4 or all of the above

<b>File Description</b>	<b>Document</b>
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### **7.1.5 Green campus initiatives include:**

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. Landscaping with trees and plants**

**Response:** B. 3 of the above

<b>File Description</b>	<b>Document</b>
Geotagged photos / videos of the facilities	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

#### **7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:**

- 1.Green audit
- 2.Energy audit
- 3.Environment audit
- 4.Clean and green campus recognitions / awards
- 5.Beyond the campus environmental promotion activities

**Response:** A. Any 4 or all of the above

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

#### **7.1.7 The Institution has disabled-friendly, barrier free environment**

- 1.Built environment with ramps/lifts for easy access to classrooms.
- 2.Divyangjan friendly washrooms
- 3.Signage including tactile path, lights, display boards and signposts
- 4.Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
- 5.Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

**Response:** C. 2 of the above

**7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).**

**Response:**

**Inclusiveness in terms of tolerance, integration, equity and harmony play a major role in the vision and mission of the college**

**Inclusive environment is envisioned through affirmative policies such as providing preference to minorities, girls and differently abled students during admission process. Students from various places, especially socially and economically disadvantaged and marginalized students are given priority.**

**Once the students are admitted in the College, they are ensured of equality of opportunities, human dignity and justice irrespective of their background, gender, cultural or socioeconomic status.**

**Fee concession and fee waiver is provided to students who come from**

**economically weak background. Students are given guidance and needed support when they apply for various scholarships. Any scholarship sanctioned is sent to their account directly through NEFT.**

**Various Associations, Unions and Clubs of the student Union along with various academic events ensure that each student irrespective of their caste, creed, social and economic status is provided a platform to perform and showcase their talent.**

**The dress code is another great equalizer.**

**Ample scope is provided to students through collaborative learning like group discussions, peer learning, seminars, project work and project launch activities that get students together and focus on their interests and talents, thereby transcending class, caste and language barriers.**

**The college is also a witness to linguistic diversity. Students come from various linguistic background. Students have a choice to pick their second language from Kannada, Hindi, Sanskrit beside the compulsory Basic English. Mathru Bhasha Divas is celebrated by the Language Forum. Various enrichment programs are also organized by the Language Forum to create awareness about the importance of language.**

**The students get ample opportunity to exhibit their talent as well as their cultural background during the various events organized by the College. Events like Fresher's Day, Annual Day, Talent's Day, Fun Week- especially the Traditional Day provides students an opportunity to represent their traditional attire and thereby the vibrant culture and colours of India.**

**Skits and mimes on relevant themes like national integration, gender sensitization, dowry menace, drug addiction and the like develop in students an awareness and a sense of social responsibility toward solidarity and oneness, transcending their social and cultural status.**

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

**7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

**Response:**

**The college strongly believes in instilling humane values and social responsibility in young minds. Student, faculty and staff are provided equal opportunities, while human dignity and justice is ensured to all irrespective of their background.**

**Care is taken to sensitize students on their role and responsibilities as citizens with various activities. The College has a SVEEP unit which conducts regular activities like Voter Awareness Programs, hand's on use of EVM's for first time voters', participation in jathas through the main streets of Dharwad to create awareness regarding voting among the public and to motivate first time voters.**

**Constitutional values are imbibed through various awareness activities like Sadhbhavan Diwas, National Integration Day, taking of oath on Constitution Day on 26, November, celebration of 'One Country, One Constitution', reading of the preamble of the Constitution .**

**Students are well acquainted with values, rights, duties and responsibilities as Indian Constitution is a compulsory subject. Students of both B. Com and BCA study Indian Constitution.**

**Students are provided a free and conducive atmosphere where they can air their thoughts and give wings to their creativity and explore new ideas through various avenues like writing articles for the College magazine-Hope; participation in debate, elocution competition where they are given ample space without violating others freedom. The Debate Union organizes debates and elocution competitions on current and relevant topics**

**Such activities have helped promote not only critical understanding of the**

**constitutional principles and values, but also in fostering in them abilities of opinion building and decision making, thereby giving them a strong foundation to be responsible citizens.**

**The college has taken care to instill in students an awareness of the fundamental duties and responsibilities as responsible citizens of India. The various Associations and Clubs of the College- NSS, Red Ribbon, Youth Red Cross Wing, Eco club, Ladies Association -and the like help in fostering these basic tenets in the students. Students are made aware of their societal responsibilities, duties not only to their fellow beings but to the environment as a whole. They are given ample opportunities to take part in community development programs, health and hygiene, gender sensitization programs, blood donation camps, dental, eye medical programs, programs for the differently-abled children, HIV/AIDS awareness programs, tree plantation programs, Swach Bharat programs through extension activities.**

**National festivals like Independence Day and Republic Day are celebrated meaningfully not only on that particular day, but on the previous days leading to the celebration through various competitions that promote unity, oneness, secularism and unity in diversity like- rangoli, poster making, collage, singing competition. It is during these occasions that Students, Faculty and Staff are reminded of the most important tenets of the Constitution-**

- To abide by the Constitution and respect its ideals and institution – the National Flag and the National Anthem**
- To cherish and follow the noble ideals which inspired our national struggle for freedom**
- To uphold and protect the sovereignty, unity and integrity of India.**

**Birth Anniversaries of national leaders like Gandhiji, Lal Bahadur Shastri, Dr. B.R. Ambedkar are celebrated and the contribution, sacrifices of these leaders are commemorated through talks, songs and competitions.**

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	<a href="#">View Document</a>

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

**Response:** B. 3 of the above

File Description	Document
Code of ethics policy document	<a href="#">View Document</a>

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

**The college believes in an all-round development of the student. Therefore, besides excellent curricular and co-curricular atmosphere, the campus is abuzz with a variety of extra-curricular activities all year round. The various celebrations of national and international days, events and festivals not only give a myriad learning experience to the students, but also teach them to be connected to their culture heritage thereby helping them develop into wholesome individuals, rooted to their diverse cultures and heritage and are well equipped to give back to the society.**

**The various events celebrated have been able to create in students not only social responsibility, pride in their cultural heritage, a keen sense of national consciousness, but also global consciousness. Some of the major events are as follows**

- To promote traditional and cultural significance- Traditional day, Saree day during FunWeek**

- **Celebration of Independence Day, Republic Day, Kannada Rajyotsava,**
- **Celebrations of birth anniversaries of leaders like- Gandhiji, Dr. B. R. Ambedkar, Kanakadas, Maharshi Valmiki to motivate students.**
- **Events like International Yoga Day, World AIDS Prevention Day, National Youth Day**
- **Voters Day, Minchina Nondane, Jaathas to create awareness about voting**
- **Events to promote Environmental consciousness- World Environment Day, Vanamotsava, talks by environmental experts**
- **To promote the spirit of education- Librarians Day, Book Talk, Books Exhibition in memory of Dr. S.R. Ragnanathan, the Father of Library Science.**
- **Teacher's Day celebration**
- **Christmas celebration.**

File Description	Document
Link for any other relevant information	<a href="#">View Document</a>

## 7.2 Best Practices

**7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.**

**Response:**

### **Best Practice -I**

**Title of the Practice:**        *AASHAKIRAN -A Ray of Hope for mentally challenged children.*

**Objectives of the Practice:**

- **The main objective of the practice is to make students understand that they have an obligation to the society when they get settled in their life.**
- **They are made to understand and realise that they must inculcate the social concern and responsibilities so as to stretch their helping hands to the needy of the society.**
- **Learn to treat the underprivileged with respect.**
- **Instil in the students the confidence that they can organise and manage things on their own.**

### **The Context:**

**College has NSS, YRC, Red Ribbon Club. With the help of these units, college regularly conducts good number of extension activities at the neighbouring Institutions, villages and adopted village. To further instill the value based responsibilities among students community, college has connected to the Mamata School, Dharwad, a school for children with special needs, managed by Smt. Theresa Fernandes Memorial Charitable Trust®, Dharwad, wherein only mentally challenged children are admitted. This practice came into effect as a part of social concern.**

**Keeping this in mind the overall development of the student, and the never ending desire to mould them into good citizens, the college aims at not just academic, co-curricular, extra-curricular excellence but to be responsible and responsive to the society. Therefore ample scope and appropriate platform is provided to students to showcase their ability. Besides, students are encouraged to pick up managerial skills. In one such effort, students are guided in planning and execution in rendering the services to Mamata School Children.**

### **The Practice:**

**This one day event, the brain child of a group of students under the supervision of a co-coordinator planned and executed the whole programme. Mamata School – School for Mentally challenged, is a well-**

known school in Dharwad which caters to the specially challenged children. With the guidance of senior faculty members, our student volunteers visit the school and conduct competitions on drawing, singing, games, etc. and invite all children to college. Our students themselves prepare Invitation and communicate to Principal, teachers and students of the school to spend one day in our college. The children accompanied by their teachers and parents arrive at the college at around 10 am and stay in the campus till 4 pm. The event begins with a short informal inauguration, followed by a variety of fun games where children of Mamata school participate. This is followed by a cultural program where these students put up a dance program. A short film documenting the children participating in the drawing competition held at their school, sponsored by our students, along their everyday activity of singing, dancing and learning is aired. Refreshments, lunch and take away gifts is provided. Prizes were given away to the winners in the fun games.

#### **Evidence of Success:**

This special event is conducted by our students for more than three years during the assessment period. Most of the mentally challenged children actively involved in every activities of the event. Every parents and teachers of Mamata School expressed their gratitude for having arranged such a innovative activities and associating them to students and staff.

#### **Problems Encountered and Resources required:**

The event has to be planned in great detail, and requires much time and planning and commitment. Resource is needed for the conduct of event, to organise for the refreshment, food , drawing materials and fun games.

---

---

#### **Best Practice -II**

**Title of the Practice: DONATE BLOOD...SAVE A LIFE!**

#### **Objectives of the Practice:**

- To create moral values among students community.

- **To create awareness on sacrificial contribution of blood donation.**
- **To create Importance of precious, , volunteering proclivity of donating blood; thus making oneself humane.**
- **To assure the availability of any group of blood to the needy patients at any time on priority mode.**

### **The Context:**

**This is the institutions way of giving back to the society. This practice has come into effect as a part of social concern. Keeping in mind the overall development of the student, and the never ending desire to mould them into good citizens, the college aims at not just academic, co-curricular, extra-curricular excellence but to be responsible and responsive to the society. Therefore the College uses opportunities to inculcate good practices in the students. One such good practice that has converted itself into Best practices is the Blood Donation Camp conducted in our college every year.**

### **The Practice:**

**This event is conducted either on 15th August or 26th January, every year. The camp is jointly organised by Youth Red Cross Unit, Red Ribbon Club , NSS Unit of the college along with Karnataka Institute of Medical Sciences, Govt.of Karnataka (KIMS), Huballi.**

**Collage has established MoU with Family Planning Association, Dharwad. College organizes special lecture on health awareness, medical counselling for girl students, special lecture on importance of donation of blood and blood grouping. These activities has impacted good number of students about the sacrificial contribution of blood to the dire need of patients at different hospitals of Hubli-Dharwad.**

**In association with KIMS, Hubballi college organizes blood donation and blood grouping activities every year. The event begins with a small formal function, wherein the Head of Department, Pathology, KIMS addresses our students on the need and benefits of blood donation. This talk on health and motivation is very well received by the students and majority of them**

**came forward to donate their blood.**

**The auditorium is transformed with many collapsible beds set up for the donors. The Doctors from KIMS along with other health workers start the process. Students can donate blood after their haemoglobin count is taken and their eligibility is confirmed. Each year, 35-40 units are collected. This camp is not restricted to NSS volunteers but open for all students. Blood grouping and haemoglobin count for all interested students is undertaken. The donors are given juice and biscuits by the KIMS hospital along with certificate. As per the official statement of the KIMS, Hubballi, our's is the only Institution donating good quantum of blood every year and has supported most of the needy patients at the right time.**

**Every blood donation and blood grouping camp concludes with the award of Certificate of Appreciation and Recognition for the College.**

**College also keeps the track record of blood grouping of students. This has helped the Institution to stretch the helping hands to needy patients by facilitating particular blood donation from our students. For this purpose, college has provided college contact No. to most of the hospitals of Hubballi and Dharwad.**

**Evidence of Success:**

**The fact that the students have been coming forward to donate blood by their free will is encouraging. Majority of the emergency cases are found in KIMS, hence, this particular practice has greatly supported to innumerable patients who were in need of particular blood group. College also has received appreciations from competent authority of KIMS for this yeomen service rendered by our staff and students at large.**

**Problems Encountered and Resources required:**

**Referring to our students response in active participation in donating the blood, college had to provide financial support in providing breakfast and working lunch to all the students, staff of KIMS. This has become additional financial burden to the Institution.**

File Description	Document
Link for Best practices in the Institutional web site	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

**7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**

**Response:**

**The college has produced good number of students during the last 49 years and proud to state that Institution has stepped into 50th year from the inception during the year 2022. College started its humble beginning back in 1973 with 39 students and with the dedication of every staff of the college in providing sustained quality education in commerce has elevated the goodwill of the Institution across Karnataka State which has reached the demand ratio of 1:5 every year and now the total enrollment every year is more than 1000 including BCA and M.Com programme. Due to the heavy demand for B.Com. course to our Institution, college has made the policy of enrolment purely on merit bases at the qualifying examination and strict adherence of government policy for reserved category.**

**Based on the demand of stakeholder, college has started BCA in the year 2001 and M.Com. in the year 2016-17. College has qualified, competent permanent faculty members. With the active support of our esteemed Management, college has recruited temporary full time teachers for unaided subjects, by virtue of extra workload, retirement, etc.**

**The college is committed to realizing and translating its vision of producing- intellectually trained, morally upright, socially committed and spiritually enlightened young men and women- into reality.**

**In this regard, the college has been providing quality education that caters not only to academic excellence but reaches beyond to nurture all round development with equal thrust on co-curricular and extra-curricular activities and achievements.**


**One of the top priorities of the college being value-based education, it has over the gained repute as one of the most names for integrated and holistic development of students. This is our distinctiveness.**

**We at college have never ceased to uphold this distinctiveness of providing 360-degree dimensional learning experience that includes the classroom and beyond. The campus provides students various opportunities to hone their talents, build their skills and competencies and most importantly a platform to elevate their confidence. College has achieved distinctiveness in all these fields- Curricular, Co-curricular and Extra-curricular sphere.**

### **Curricular:**

**The Institution has strong academic and professional commitment. This has resulted in producing quality students and most of them either continue for higher education or else get placed at different sectors. College has good track record of passing percentage to the University level in comparison with good number of neighbouring colleges. During the assessment year, the infrastructural facilities, augmentation of learning resources at the central library, effective conduct of curricular, cocurricular and extra curricular activities of the college impacted the Institution in getting 7 ranks to the University at B. Com level, I rank at BCA, 6 Gold Medals and 6 Cash Prize instituted by university, thereby taking our count of Ranks to 56; Gold medals to 12 and 18 cash prizes and good number of below average and slow learners have progressed in their academic prospects and recorded with highest percentage of passing at VI semester. College also has track record of achievements and maintained cumulative record of students academic progression.**

**The average percentage of passing during the last five years has been –**

Year	Name of the Programme	Overall Passing % of outgoing students.	Ranks / Gold Medal
2020-21	B.Com.-VI	98.38	04 <sup>th</sup> Rank & Gold Medal
2019-20	B.Com.-VI	96.77	09 <sup>th</sup> Rank & Gold Medal
2018-19	B.Com.-VI	97.18	03 <sup>rd</sup> Rank & Gold Medal
2017-18	B.Com.-VI	97.18	3 <sup>rd</sup> & 10 <sup>th</sup> Rank & Gold Medal
2016-17	B.Com.-VI	95.18	01 <sup>st</sup> & 07 <sup>th</sup> Rank & Gold Medal
2020-21	BCA-VI	97.00	
2019-20	BCA-VI	76.19	
2018-19	BCA-VI	82.14	I Rank
2017-18	BCA-VI	88.00	
2016-17	BCA-VI	76.19	
2020-21	M.Com.-IV	100.00	
2019-20	M.Com.-IV	100.00	
2018-19	M.Com.-IV	100.00	
2017-18	M.Com.-IV	100.00	

**Our's is the only Institution regularly conducts coaching classes for competitive examinations on KSET/NET and PGET. The facility is also extended to neighbouring college students along with our students. 12 M.Com. students of our college were able to crack NET/KSET including JRF conducted by competent agencies and during the last five years, students who participated in this special programmes, more than 90% of the participants i.e., 259 such students qualified in PGET for getting enrollment in M.Com. at University and PG centres.**

**During the last five years, based on official track record, good number of outgoing students have continued for higher education i.e., M.Com., MCA, M.Sc.(CS), MBA, professional courses on CWA, LL.B., C.A., CS, etc.**

**Co-curricular:**

**As a mark of course enrichment programmes,**

- **The department of Commerce introduced a competition entitled, “Product Launch”. For the M.Com. students, special competition is organized wherein students have to come out with innovative ideas and launch a new product. This has led student participants to inculcate research culture, analytical and marketing skills.**
- **College has conducted inter class competition with the title, Commerce Jodi for M.Com. students. Through this event, students have been able to understand and learn strategies, planning, organizing and communication skills.**
- **For the B.Com. students, college has conducted State level competition i.e.,Commerce Fest – TITIKSHA 2017. This special event helped good number of our students to understand the applications of commerce concepts.**

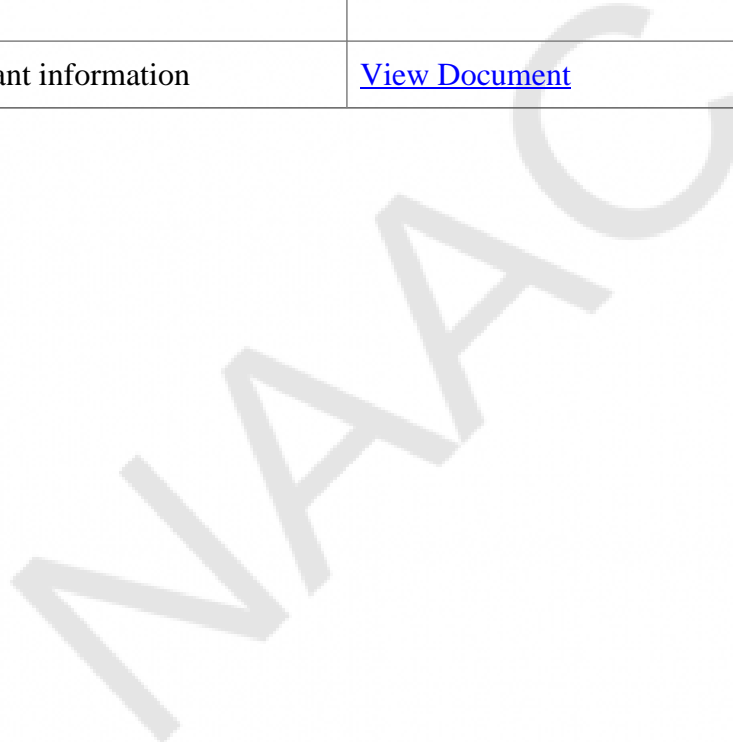
#### **Extra-curricular:**

**College has provided sufficient scope for indoor and outdoor activities to students. With the active participation and involvement of Physical Education Director, deputed good number of students to participated different competitions organized by University, State, National and International level. Our sports laurels got 19 University Blues, 01 Bronze at national and 02 Gold medal at International level.**

**To extract the hidden talents of the students, college has facilitated equipments i.e., keyboard, harmonium, Tabla, Zallary, Guitar, etc and students are given scope to take active part in Cooking without fire, rangoli, hair style, mehendi, nail art, Best out of waste, pot painting, etc. College has given ample scope to students to participate in different competitions organized by University, State, national level. During the assessment period, our students have achieved 01 time university level General Champion and 03 times university level RUNNERS UP in youth festival. College has recorded good number of students participants at Youth Festival have placed with I and III position. 02 students have participated at State and National level competition and achieved First and Second place in Rangoli and Tabla respectively.**

**College has published the sample copies of students achievements in curricular, cocurricular and extra curricular on college website for ready reference to stakeholders.**

File Description	Document
Link for appropriate web in the Institutional website	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>



## **5. CONCLUSION**

---

### **Additional Information :**

**College has completed its 49 years of its existence and stepping into its Golden Jubilee year. On the occasion of this remarkable journey, with the support of our esteemed Management decided to conduct year long special activities on academics and intend to invite eminent personalities who are the alumnus of the college, professionals, entrepreneurs, scholars to deliver special lectures. The Institution also planned to adopt villages to propagate the awareness on importance of higher education. With the active support of our esteemed Management, college also planned to establish linkages with foreign countries under the scheme of Faculty Exchange and Cultural Exchange Programmes. Intend to establish the Institution as a Nodal college for quality enhancement in higher education.**

### **Concluding Remarks :**

**On behalf of the entire staff and students, altogether with one voice, we express our gratitude to our President, Trustees of Basel Mission Higher Education Centre for their sustained guidance and motivation for the overall Infrastructural and professional development of the college.**

**The quality initiatives of esteemed Institutions i.e., NAAC, UGC has broaden the horizon of Institutional Vision and Mission and the standard guidelines of competent agencies from time to time enabled the Institutional effort by recognizing its quality education rendering to the students community with utmost commitment and professional values.**

**We are of the opinion and experience that, NAAC manual from time to time has enlightened all the staff of the college on quality enhancement and preparing the students competency to be responsible citizens of the country.**

**Every staff of the college well trained prior to preparation of Self Study Report. All the staff of the college collectively rendered their responsibilities as Criterion head and strived their best to compile, compose and document as per the specific metrics of the respective criteria.**

**We express our gratitude to NAAC who have designed a manual of user friendly and communicative. We are also thankful to the Commissionerate of Collegiate Education, Directorate and Joint Directorate of Collegiate Education for their sustained guidance and support.**

**On behalf of the Management, staff and students, we express our gratitude to Karnatak University officials who have provided necessary documents as and when required.**

**Finally, all the content of SSR is composed by our staff. On behalf of the Management and students community, I, the Principal express my gratitude for their sacrificial and dedicated work in the entire process of preparation of SSR at ease and comfort.**